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INVITATION TO BID

Rehabilitation of Sewage Networks in Al-Qamishli (Al-Qamishli City & Tal Awdeh Village)

ITB No.: UNDP-SYR-ITB-026-18

Project: DI-124/1/2018

Country: Syrian Arab Republic

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Section 1. Letter of Invitation

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements and Technical Specifications
- Section 6: Returnable Bidding Forms
 - o Form A: Bid Submission Form
 - o Form B: Bidder Information Form
 - o Form C: Joint Venture/Consortium/Association Information Form
 - o Form D: Qualification Form
 - o Form E: Format of Technical Bid
 - o Form F: Price Schedule
 - o Form G: Form of Bid Security

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

Please acknowledge receipt of this ITB by sending an email to hanan.al-ali@undp.org (please note that this e-mail address should not be used for bid submission), indicating whether you intend to submit a Bid or otherwise. You may also utilize the "Accept Invitation" function in eTendering system, where applicable. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by



Name: Hanan Al Ali

Title: Procurement Associate

Date: **April 16, 2018**

Approved by:



Name: Mirvat Hammoud

Title: Head of Procurement Team

Date: **April 16, 2018**

Section 2. Instruction to Bidders

GENERAL PROVISIONS	
1. Introduction	<p>1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by UNDP. This ITB is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement which can be accessed at https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d</p> <p>1.2 Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this ITB.</p> <p>1.3 UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p> <p>1.4 As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid even if not registered with the UNGM. However, if the Bidder is selected for contract award, the Bidder must register on the UNGM prior to contract signature.</p>
2. Fraud & Corruption, Gifts and Hospitality	<p>2.1 UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p> <p>2.2 Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners.</p> <p>2.3 In pursuance of this policy, UNDP:</p> <p>(a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question;</p> <p>(b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p> <p>2.4 All Bidders must adhere to the UN Supplier Code of Conduct, which may be found at http://www.un.org/depts/ptd/pdf/conduct_english.pdf</p>
3. Eligibility	<p>3.1 A vendor should not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by</p>

	<p>these organizations.</p> <p>3.2 It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p>
4. Conflict of Interests	<p>4.1 Bidders must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:</p> <ul style="list-style-type: none"> a) Are or have been associated in the past, with a firm or any of its affiliates which have been engaged by UNDP to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the goods and services in this selection process; b) Were involved in the preparation and/or design of the programme/project related to the goods and/or services requested under this ITB; or c) Are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. <p>4.2 In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists.</p> <p>4.3 Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. <p>Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</p> <p>4.4 The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
B. PREPARATION OF BIDS	
5. General Considerations	<p>5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid.</p> <p>5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the UNDP accordingly.</p>

6. Cost of Preparation of Bid	6.1 The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
7. Language	7.1 The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in the language (s) specified in the BDS.
8. Documents Comprising the Bid	8.1 The Bid shall comprise of the following documents and related forms which details are provided in the BDS: <ul style="list-style-type: none"> a) Documents Establishing the Eligibility and Qualifications of the Bidder; b) Technical Bid; c) Price Schedule; d) Bid Security, if required by BDS; e) Any attachments and/or appendices to the Bid.
9. Documents Establishing the Eligibility and Qualifications of the Bidder	9.1 The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to UNDP's satisfaction.
10. Technical Bid Format and Content	10.1 The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB. 10.2 Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the UNDP. If not destroyed by testing, samples will be returned at Bidder's request and expense, unless otherwise specified. 10.3 When applicable and required as per Section 5, the Bidder shall describe the necessary training programme available for the maintenance and operation of the equipment offered as well as the cost to the UNDP. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS. 10.4 When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB.
11. Price Schedule	11.1 The Price Schedule shall be prepared using the Form provided in Section 6 of the ITB and taking into consideration the requirements in the ITB. 11.2 Any requirement described in the Technical Bid but not priced in the Price Schedule, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.
12. Bid Security	12.1 A Bid Security, if required by BDS, shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid. 12.2 The Bid Security shall be included along with the Bid. If Bid Security is required by the ITB but is not found in the Bid, the offer shall be rejected.

	<p>12.3 If the Bid Security amount or its validity period is found to be less than what is required by UNDP, UNDP shall reject the Bid.</p> <p>12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS.</p> <p>12.5 The Bid Security may be forfeited by UNDP, and the Bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> a) If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; b) In the event the successful Bidder fails: <ul style="list-style-type: none"> i. to sign the Contract after UNDP has issued an award; or ii. to furnish the Performance Security, insurances, or other documents that UNDP require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
13. Currencies	<p>13.1 All prices shall be quoted in the currency or currencies indicated in the BDS. Where Bids are quoted in different currencies, for the purposes of comparison of all Bids:</p> <ul style="list-style-type: none"> a) UNDP will convert the currency quoted in the Bid into the UNDP preferred currency, in accordance with the prevailing UN operational rate of exchange on the last day of submission of Bids; and b) In the event that UNDP selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
14. Joint Venture, Consortium or Association	<p>14.1 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.</p> <p>14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid.</p> <p>14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>14.5 A JV, Consortium or Association in presenting its track record and experience</p>

	<p>should clearly differentiate between:</p> <ul style="list-style-type: none"> a) Those that were undertaken together by the JV, Consortium or Association; and b) Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials</p> <p>14.7 JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
15. Only One Bid	<p>15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.</p> <p>15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this ITB; or d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of another Bidder regarding this ITB process; e) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
16. Bid Validity Period	<p>16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.</p>
17. Extension of Bid Validity Period	<p>17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, UNDP may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing, and shall be considered integral to the Bid.</p> <p>17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.</p> <p>17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.</p>

18. Clarification of Bid (from the Bidders)	<p>18.1 Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a UNDP staff member, UNDP shall have no obligation to respond or confirm that the query was officially received.</p> <p>18.2 UNDP will provide the responses to clarifications through the method specified in the BDS.</p> <p>18.3 UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Bids, unless UNDP deems that such an extension is justified and necessary.</p>
19. Amendment of Bids	<p>19.1 At any time prior to the deadline of Bid submission, UNDP may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>19.2 If the amendment is substantial, UNDP may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.</p>
20. Alternative Bids	<p>20.1 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative Bid.</p> <p>20.2 If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"</p>
21. Pre-Bid Conference	<p>21.1 When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder's conference will be disseminated on the procurement website and shared by email or on the e-Tendering platform as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.</p>

C. SUBMISSION AND OPENING OF BIDS

22. Submission	<p>22.1 The Bidder shall submit a duly signed and complete Bid comprising the documents and forms in accordance with requirements in the BDS. The Price Schedule shall be submitted together with the Technical Bid. Bid can be delivered either personally, by courier, or by electronic method of transmission as specified in the BDS.</p> <p>22.2 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid.</p> <p>22.3 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the UNDP General Contract Terms and Conditions.</p>
Hard copy (manual) submission	<p>22.4 Hard copy (manual) submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows:</p> <p>a) The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>(b) The Technical Bid and Price Schedule must be sealed and submitted together in an envelope, which shall:</p> <ol style="list-style-type: none"> Bear the name of the Bidder; Be addressed to UNDP as specified in the BDS; and Bear a warning not to open before the time and date for Bid opening as specified in the BDS. <p>If the envelope with the Bid is not sealed and marked as required, UNDP shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.</p>
Email and eTendering submissions	<p>22.5 Electronic submission through email or eTendering, if allowed as specified in the BDS, shall be governed as follows:</p> <ol style="list-style-type: none"> Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS; Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS. <p>22.6 Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/</p>
23. Deadline for Submission of Bids and Late Bids	<p>23.1 Complete Bids must be received by UNDP in the manner, and no later than the date and time, specified in the BDS. UNDP shall only recognise the actual date and time that the bid was received by UNDP</p> <p>23.2 UNDP shall not consider any Bid that is received after the deadline for the</p>

	submission of Bids.
24. Withdrawal, Substitution, and Modification of Bids	<p>24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.</p> <p>24.2 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to UNDP, duly signed by an authorized representative, and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION"</p> <p>24.3 eTendering: A Bidder may withdraw, substitute or modify its Bid by Cancelling, Editing, and re-submitting the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly edit and submit a substitution or modification of the Bid as needed. Detailed instructions on how to cancel or modify a Bid directly in the system are provided in the Bidder User Guide and Instructional videos.</p> <p>24.4 Bids requested to be withdrawn shall be returned unopened to the Bidders (only for manual submissions), except if the bid is withdrawn after the bid has been opened.</p>
25. Bid Opening	<p>25.1 UNDP will open the Bid in the presence of an ad-hoc committee formed by UNDP of at least two (2) members.</p> <p>25.2 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as UNDP may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.</p> <p>25.3 In the case of e-Tendering submission, bidders will receive an automatic notification once the Bid is opened.</p>
D. EVALUATION OF BIDS	
26. Confidentiality	<p>26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>26.2 Any effort by a Bidder or anyone on behalf of the Bidder to influence UNDP in the examination, evaluation and comparison of the Bids or contract award decisions may, at UNDP's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.</p>
27. Evaluation of Bids	<p>27.1 UNDP will conduct the evaluation solely on the basis of the Bids received.</p> <p>27.2 Evaluation of Bids shall be undertaken in the following steps:</p> <ol style="list-style-type: none"> Preliminary Examination including Eligibility Arithmetical check and ranking of bidders who passed preliminary examination by price. Qualification assessment (if pre-qualification was not done)

	<ul style="list-style-type: none"> a) Evaluation of Technical Bids b) Evaluation of prices <p>Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary</p>
28. Preliminary Examination	<p>28.1 UNDP shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any Bid at this stage.</p>
29. Evaluation of Eligibility and Qualification	<p>29.1 Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria).</p> <p>29.2 In general terms, vendors that meet the following criteria may be considered qualified:</p> <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
30. Evaluation of Technical Bid and prices	<p>30.1 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.</p>
31. Due diligence	<p>31.1 UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous

	<p>works, as deemed necessary;</p> <p>e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder;</p> <p>f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.</p>
32. Clarification of Bids	<p>32.1 To assist in the examination, evaluation and comparison of Bids, UNDP may, at its discretion, request any Bidder for a clarification of its Bid.</p> <p>32.2 UNDP's request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by UNDP in the evaluation of the Bids, in accordance with the ITB.</p> <p>32.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.</p>
33. Responsiveness of Bid	<p>33.1 UNDP's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission.</p> <p>33.2 If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.</p>
34. Nonconformities, Reparable Errors and Omissions	<p>34.1 Provided that a Bid is substantially responsive, UNDP may waive any non-conformities or omissions in the Bid that, in the opinion of UNDP, do not constitute a material deviation.</p> <p>34.2 UNDP may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.</p> <p>34.3 For the bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <p>a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected;</p> <p>b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and</p> <p>c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.</p> <p>34.4 If the Bidder does not accept the correction of errors made by UNDP, its Bid shall</p>

	be rejected.
E. AWARD OF CONTRACT	
35. Right to Accept, Reject, Any or All Bids	35.1 UNDP reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
36. Award Criteria	36.1 Prior to expiration of the period of Bid validity, UNDP shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification, and has offered the lowest price.
37. Debriefing	37.1 In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for UNDP procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.
38. Right to Vary Requirements at the Time of Award	38.1 At the time of award of Contract, UNDP reserves the right to vary the quantity of goods and/or services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
39. Contract Signature	39.1 Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
40. Contract Type and General Terms and Conditions	40.1 The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
41. Performance Security	41.1 A performance security, if required in the BDS, shall be provided in the amount specified in BDS and form available at https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Solicitation_Performance%20Guarantee%20Form.docx&action=default within a maximum of fifteen (15) days of the contract signature by both parties. Where a performance security is required, the receipt of the performance security by UNDP shall be a condition for rendering the contract effective.
42. Bank Guarantee for Advanced Payment	42.1 Except when the interests of UNDP so require, it is UNDP's standard practice to not make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per the BDS, and exceeds 20% of the total contract price, or USD 30,000, whichever is less, the Bidder shall submit a Bank Guarantee in the full amount of the advance payment in the form available at

	https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Contract%20Management%20Payment%20and%20Taxes_Advanced%20Payment%20Guarantee%20Form.docx&action=default
43. Liquidated Damages	<p>43.1 If specified in the BDS, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per Contract.</p>
44. Payment Provisions	<p>44.1 Payment will be made only upon UNDP's acceptance of the goods and/or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice and certification of acceptance of goods and/or services issued by the proper authority in UNDP with direct supervision of the Contractor. Payment will be effected by bank transfer in the currency of the contract.</p>
45. Vendor Protest	<p>45.1 UNDP's vendor protest procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the following link provides further details regarding UNDP vendor protest procedures:</p> <p>http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html</p>
46. Other Provisions	<p>46.1 In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.2 UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.3 The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15</p> <p>http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer</p>

Section 3. Bid Data Sheet

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail.

BDS No.	Ref. to Section.2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English or Arabic
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed [per lot]
3	20	Alternative Bids	Shall not be considered
4	21	Pre-Bid conference	<p>Will be Conducted Time: 11:00 am (Syria time) Date : April 25, 2018 11:00 AM Venue : Qamishli</p> <p>The UNDP focal point for the arrangement is: Hassan Assi Telephone: 0933858238 E-mail: h_mizar@hotmail.com</p>
5	16	Bid Validity Period	90 days
6	13	Bid Security	<p>Required in the amount of USD 2,500 for Lot1 and USD 1,800 for Lot 2</p> <p>Acceptable Forms of Bid Security</p> <ul style="list-style-type: none"> ▪ Bank Guarantee (See Section 8 for template) ▪ Certified Check
7	41	Advanced Payment upon signing of contract	Not Allowed
8	42	Liquidated Damages	Will be imposed as follows:

			Percentage of contract price per day of delay: 0.05% for each day of delay Max. number of days of delay 20, after which UNDP may terminate the contract.
9	40	Performance Security	Required in the amount of 10% of contract value
10	12	Currency of Bid	United States Dollar For local suppliers payments will be in Syrian Pounds at the prevailing UN exchange rate at the date of the invoice.
11	31	Deadline for submitting requests for clarifications/ questions	6 days before the submission deadline
12	31	Contact Details for submitting clarifications/questions	Focal Person in UNDP: Hanan Al Ali, Procurement Associate Address: Mezzeh, West Villas, Ghazzawi Street, No.8 E-mail address: hanan.al-ali@undp.org
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	Direct communication to prospective Proposers by email and Posting on the website: <ul style="list-style-type: none"> - www.ungm.org - http://www.sy.undp.org/content/syria/en/home/operations/procurement/ - http://procurement-notice.undp.org/ - www.facebook.com/UNDP.Syria
14	23	Deadline for Submission	Wednesday; 03rd May 2018, on or before 1:00 pm Damascus time
14	22	Allowable Manner of Submitting Bids	<input checked="" type="checkbox"/> Courier/Hand Delivery <input checked="" type="checkbox"/> Submission by email
15	22	Bid Submission Address	<u>By Courier / Hand Delivery:</u> Mezzeh, West Villas, Ghazzawi Street #8 Damascus, Syrian Arab Republic Tel: +963 11 612 9811 Att. Hanan Al Ali, Procurement Associate <u><input checked="" type="checkbox"/> By Electronic submission:</u> Syria.bids@undp.org with subject: UNDP-SYR-ITB-026-18

16	22	Electronic submission (email or eTendering) requirements	<ul style="list-style-type: none"> Format: PDF files only File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. All files must be free of viruses and not corrupted. Max. File Size per transmission: 5 M Mandatory subject of email: UNDP-SYR-ITB-026-18 Documents which are required in original (e.g. Bid Security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: UNDP Syria Country Office, Procurement Unit, Mazze West Villas, Damascus, Syria <p>OR</p> <p>UNDP RBAS Regional Centre in Jordan, attention Ms. Hanan Abu Baker, Procurement Analyst, at the following address: Abu-Baker Seraj Al-Din ST. Building # 11 – Abdoun Al Shamali P O BOX 852303- AMMAN 11185 - JORDAN</p>
17	25	Date, time and venue for the opening of bid	<p>Date and Time: May 3, 2018 3:00 PM</p> <p>Venue: UNDP Syria, Main Office.</p>
18	27, 36	Evaluation Method for the Award of Contract	Lowest priced technically responsive, eligible and qualified bid.
19		Expected date for commencement of Contract	<i>July 1, 2018</i>
20		Maximum expected duration of contract	90 Days from contract signature
21	35	UNDP will award the contract to:	One or more Proposers, depending on the following factors: Each lot might be awarded to a different supplier. Or both lots might be awarded to one vendor
22	39	Type of Contract	<p>Contract for Civil Works</p> <p>http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>
23	39	UNDP Contract Terms and Conditions that will apply	<p>UNDP General Terms and Conditions for Works</p> <p>http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>

24	Other Information Related to the ITB	<p>The bidder shall comply with the following:</p> <p>The applicant must be an engineer who has a bank account and registered with the Engineers Syndicate and practicing profession, or a contractor. The bidder must submit a document proving this from the Engineers Syndicate and the concerned authorities.</p> <p>The bidder must have experience in similar projects, at least two projects during the last five years.</p> <p>All the rehabilitation work included in this contract is under the supervision and follow-up of a supervisory body from the beneficiary as well as the staff of the project designated through the United Nations Development Program.</p> <p>The Organization shall not be liable for the increase in prices after the award of the contract and the bidder shall execute the works at the prices at which the bid was submitted until the expiry of the project execution period.</p> <p>Compliance with the conditions related to the implementation of the above-mentioned work in accordance with the quality standards and the specifications of the accredited bodies in this field and the book of technical conditions for this contract listed in the Scope of Work.</p> <p>The period of guarantee of the work of the project is 6 months after the organization of the final execution minutes, through which the bidder shall be obliged to provide full maintenance for any emergency defect resulting from poor implementation.</p> <p>The checklist of executed works shall be calculated according to actual and completed works. The checklists shall be signed by the supervising engineer of the project team and the supervisors from the beneficiary. The disbursement shall be done according to the price offered in the bid and according to actual executed quantities according to the above table.</p> <p>The bidder shall be responsible for coordinating with the beneficiary to take all approvals.</p> <p>The bidder shall be responsible for the maintenance and handling of any emergency error as well as being fully responsible for any damage to the workers.</p> <p>The bidder must use materials as mentioned in the checklist, and the administrative staff of the project is directly responsible for checking the quality of the materials used, their efficiency and the quality of the engineering work performed.</p>
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			<p>The minutes of the completed work executed in due time shall be organized to issue each invoice. The minutes of executing the final work shall be organized by the end of the period of the project, stating the results achieved and the results reached by the project.</p> <p>The disbursement shall be made in two installments according to the completion ratio. The first payment shall be after 45 days provided that the completion rate shall not be less than 40% of the required work volume. The management shall have the right to retain 10% of the total value of the work until the final receipt of the project.</p> <p>The value of each contract item shall not be disbursed in case it does not comply with the specified conditions.</p> <p>The contractor shall ensure all necessary signs (normal, fluorescent and luminous) to secure the working areas and ensure the traffic of pedestrians and vehicles and all that is necessary in a safe manner without causing any accidents or damage to the project, pedestrians or vehicles.</p> <p>The bidder shall inspect the work site and match the required works according to points mentioned in the work schedule with the work requirements and the opinion of the supervising authority of the project and he must submit his offer accordingly. he bid shall be submitted upon a field visit to the site. Bids not meeting this condition will not be accepted.</p>
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Section 4. Evaluation Criteria

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum Bid documents provided
- Bid Validity
- Bid Security (if required) submitted as per ITB requirements with compliant validity period

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	<ul style="list-style-type: none">▪ The applicant must be an engineer who has a bank account and registered with the Engineers Syndicate and practicing profession, or a contractor. The bidder must submit a document proving this from the Engineers Syndicate and the concerned authorities.	Form B: Bidder Information Form
QUALIFICATION		
History of Non-Performing Contracts¹	Non-performance of a contract did not occur as a result of contractor default for the last 3 years.	Form D: Qualification Form

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor,

Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
Previous Experience	Minimum 5 years of relevant experience.	Form D: Qualification Form
	Minimum 2 contracts of similar value, nature and complexity implemented over the last 5 years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
Financial Standing	Minimum average annual turnover of twice the proposed bid value for the last 5 years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form D: Qualification Form
Technical Evaluation	The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.	Form E: Technical Bid Form
Financial Evaluation	Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form F. Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) Comparison with budget/internal estimates.	Form F: Price Schedule Form

including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities

Book of Technical Conditions for the Maintenance of the Sewage Network in Qamishli

LOT1- Sewage Network Rehabilitation - Qamishli Neighborhoods				
No.	Works Required	unit	Qty	Delivery Period
1	Asphalt cutting - 1m wide - no matter what the thickness is. Removing the resulting debris outside the work site according to the instructions of the supervisory body	L.M	3,330	90 Days starting the date of site delivery
2	All kind of earth digging - 1m wide - with backfilling and levelling in addition to removing the extra resulting dirt outside the work site.	m ³	15,700	
3	150kg/m3 sulphate-resistant concrete - 10cm thick	m ³	20	
4	250kg/m3 molded concrete for the manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths	m ³	182	
5	350kg/m3 reinforced concrete for manhole covers - 25cm thick. 90kg/m3 reinforcement ratio according to the plans	m ³	38	
6	Providing and installing 300kg/m3 concrete sewage pipes, 30cm diameter, 4.5cm thick	L.M	3,250	
7	Providing and installing 300kg/m3 concrete sewage pipes, 40cm diameter, 5cm thick	L.M	3,080	
8	Providing and spreading soft fine underneath the pipelines with a 10cm thickness according to the technical conditions.	m ³	50	
9	Providing and installing a 15cm thick top layer of crushed rocks (granules) after the lower layer (debris) collapses	m ³	1,275	
10	Constructing complete gutters (asphalt cutting, digging, molded concrete and covers) with all the works requirements according to the plans and the technical conditions.	No	6	
11	Providing and installing steel corners for the manhole covers - size (50*50*5) mm with base paint.	Kg	1,550	
12	Providing and installing 15mm deformed steel rods for manholes ladders with insulating paint.	No	480	
13	Cleaning the manholes with all depths and removing the sludge outside the work site according to the supervisory body's instructions.	No	25	
14	Cleaning and draining the gutters using water pumps and removing the sludge outside the work site according to the instructions of the supervisory body.	No	25	

15	Providing 400kg/m3 reinforced concrete gutter covers - 5mm thick - with dimensions meeting those in the plans.	No	100
16	Providing, spreading and levelling quarry products - 20cm thick	m ³	100

LOT2- Sewage Network Rehabilitation - at Tal Oudeh in Qamishli				
No	Required Works	unit	Qty	Delivery Period
1	Executing all kinds of digging (using machinery or manually) with backfilling holes on layers of 30cm thick and removing the extra dirt outside the work site.	m3	10,800	90 Days starting the date of site delivery
2	350kg/m3 sulphate resistant reinforced concrete for manhole covers - 110kg/m3 reinforcement ratio	m3	40	
3	Providing and spreading soft fine sand underneath pipelines - 10cm thick	m3	360	
4	Providing and installing 300kg/m3 sulphate resistant concrete sewage pipes - 50cm diameter and 6.5cm thick	L.M	700	
5	Providing and installing 300kg/m3 sulphate resistant concrete sewage pipes - 30cm diameter and 4.5cm thick	L.M	1,700	
6	200kg/m3 sulphate resistant concrete	m3	32	
7	250kg/m3 sulphate resistant molded concrete for manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths	m3	225	
8	Providing and installing 18mm-diametered deformed iron rods for manhole ladders with base paint and one layer of black paint	no	400	
9	Providing and installing iron corners with base paint for manhole covers - size (50*50*5) mm	Kg	1,600	
10	Draining concrete sewage pipes of all diameters and kind using water pumps and other appropriate equipment and removing the sludge outside the work site and ensuring regular water flow	L.M	500	
11	Cleaning the inspection chambers of all depths and removing the sludge outside the work site using water pumps and ensuring water flow within	no	20	

12	Providing and installing 300kg/m ³ sulphate resistant concrete sewage pipes - 40cm diameter and 5cm thick	L.M	1,500	
13	Uninstalling and removing the old sewage pipes outside the work site	L.M	3,000	

Project Purpose:

To implement all the works of building a sewage network in line with the technical and sanitary conditions and according to the annexed plans and the book of technical conditions.

Project Technical Specifications:

1. Breaking and removing the asphalt (tarmac)

Tarmac is broken after having been cracked by rock drilling machines according to the exact track agreed on by the supervisory body. The resulting debris needs to be transferred to the landfill. As per the instructions of the supervisory body, the width of the drilling area must not exceed 1m. Otherwise, the contractor shall bear full responsibility for the cost of maintenance and repairs. Moreover, the contractor shall remove the resulting road debris out of the site before drilling starts.

2. Implementing the digging work:

- Trenches are dug according to the final planning of sewage provided that they are straight and with regular turns and that their depth is identical to the levels set in the plans and the project engineer or his/her deputy.
- The dirt resulting from the digging shall be placed on one side at least one meter away from the trench edge so that nothing falls back into the trench. The contractor shall take all the necessary measures to reuse the dirt and debris resulting from the digging works and remove the unneeded quantities to the designated sites/landfills in accordance with what the supervising engineer sees necessary.
- The contractor shall be responsible for removing the old broken non-usable sewage pipes outside the work site and to the area designated by the supervising body.
- The contractor shall be responsible for any extra holes mentioned in the plans and will be compensated at the agreement of UNDP, he shall fill in the extra holes with 150kg/m³ cement. He, moreover, shall bear all the costs of necessary reinforcements to prevent any landslips around the trenches/holes until the work is completed in addition to the roadwork signs whether at night or during the day. Furthermore, the contractor shall be responsible for –in case water appears while the digging is underway or when digging is done within a water layer. Therefore, he shall take all the necessary measures to prevent the gathering of water in the bottom. In case the water leakage is from an outside source, it shall be diverted from the work site by trenches, dams, drains or any other method. If insufficient, the contractor shall use pumps to constantly pump out the water and keep the holes dry. In addition, the contractor shall take all the necessary measures to drain the pumped water and prevent creating pools around the work site, public roads or squares or causing damage

to the neighbourhood. All costs shall be borne by the contractor. The holes bed shall be, moreover, insulated.

- The contractor shall be responsible for the sub-works such as unblocking roads, street leveling and the like in the way supporting his designated work, and shall not be entitled to request any compensation in return.
- The contractor shall take all the necessary measures to prevent damage to the electrical and telephonic wiring or the drinking water supply, which may be come across in the work site and intersect with the sewage network. He shall bear the responsibility for repairing any damage caused to those lines at his cost and without being compensated for.
- The contractor shall restore the original status of the road or work site and ensure the availability of all the needed requirements except for the installation of the layers of asphalt.
- In case of the inaccessibility of a housing area/street resulting from the works, the contractor shall build bridges and passages to ensure the beneficiaries' movement.
- Digging around the old usable and unbroken sewage pipes shall be done manually and must not be damaged or broken by mechanical tools and machines.

3. The prefabricated concrete sewage pipes produced at factories:

The bidder shall include in his bid the method of manufacturing sewage pipes meeting the following conditions:

- The sewage pipes dimensions and their method of manufacturing: regular and reinforced concrete sewage pipes are made from 350kg of cement per each cubic meter of sand and gravel. The materials used in the production of sewage pipes, i.e. cement, sand, gravel and water, are subject to the conditions of concrete works. All the sewage pipes must not have any cracks, breaks or flaws.
- The sewage pipe thickness:
 - a 30cm-diametered pipe is 4.5cm thick
 - A 40cm-diametered pipe is 5cm thick
 - A 50cm-diametered pipe is 6.5cm thick

Sewage Pipes Installation and Tryout Works:

- Sewage pipes shall be installed on 10cm-thick sand bed (when the soil is regular) according to the level set by the supervisory body and in line with the old pipelines, or on a 150kg/m³ regular concrete layer that is 10cm thick under another layer of 10cm-thick sand when the soil is loose.
- Installation shall not be started until the sand layer is laid or concrete is poured on the entire part between the two named points or two manholes. Sewage pipes shall be placed on the sides of the trenches and examined one at a time – to exclude those having been broken while being carried – and cleaned before being installed.
- To connect sewage pipes, 400kg/m³ cement mortar shall be used and applied to measure 8cm thick and 20cm wide.

- Sewage pipes shall be tried out using water upon installation and before backfilling trenches with earth by filling the examined part with water to ensure no seepage coming out of junctions.
- Sewage pipe slope: 30-diametered: from 0.005 to 0.06
 40-diametered: from 0.0022 to 0.05

4. Backfilling Works:

- On completion of installing and trying out sewage pipes and checking their slopes, which is done at the contractor's cost, the contractor – having received the supervising engineer's written approval – starts backfilling the holes/trenches. The backfilling is done by pouring fine dirt and may be done using the dirt resulting from digging in case meeting the backfilling conditions. Otherwise, proper dirt shall be procured after the approval of the supervising engineer. Backfilling work starts with filling in the sides of the sewage pipes until all void areas under and around the pipes are fully filled with soil of 90 proctor compaction. Then, the remaining parts are backfilled on layers each of which no more than 30cm thick to be leveled and water-sprinkled then properly compacted by machines until reaching a 90-proctor compaction degree. The contractor then shall continue with the same method until reach the level mentioned in the plans. Afterwards, debris shall be removed to the landfills named by the management.
- The contractor shall be responsible for any collapse of the surface layer taking place later, and shall be liable for all the resulting damage.

5. Inspection Chamber Works – Sulfate Resistant Concrete walls and floors:

- Concrete is made from 250kg of cement per one cubic meter of granules so that it becomes closest to 150kg/m³ aggregate concrete, having no high ratio of soft granules and no fine dust or clay.
- Inspection chambers are made in the places, dimensions and levels mentioned in the plans and shall be made either from reinforced or normal concrete in compliance with the technical conditions of the reinforced concrete works. The floor and walls shall be made from normal Portland concrete (250kg/m³) and aggregate concrete (150kg/m³). On the chamber walls, deformed iron steps/ladders (18mm-diametered and 30cm distance between steps) are installed.

Note: In case the chamber depth exceeded 4.5m and is set within loose soil, the chamber walls shall be reinforced according to the plans annexed to each study.

6. Providing and Pouring 350kg/m³ reinforced concrete for the inspection chamber walls over 4.5m deep and the (1.4*1.4*0.25)m ceilings of all chambers:

Made from 350kg/m³ concrete and is subject to the technical conditions and specifications mentioned in the normal Portland concrete in addition to the following:

- The reinforcing rods must have no cracks, rust, filings, paint, grease and any other substance that would decrease the degree of concrete reinforcement.
- Iron rods are cut and bent by cold rolling to make the forms and sizes mentioned in the plans.
- In case the contractor failed to provide some reinforcing steel rods in the required diameters, he must not replace them with other diameters without the approval of the supervising engineer. In case this modification resulted in an increase in the steel weight, the cost increase shall be borne by the contractor.
- The rods are gathered according to the number, diameter, shape and order required as per the plans. Steel bars are tied firmly to avoid any movement while pouring concrete. They are held away from the molds by iron stools in the form and number required.

Note: Sulfate resistant cement shall be used in all concrete works, concrete sewage pipes manufacturing and cement mortar.

Note: All concrete works shall be in compliance with the Syrian Arab Code specifications.

Note: Pouring concrete shall not be permitted temperature is below 4° C or exceeds 39°C.

7. Constructing covered gutters and providing and installing covers for other gutters:

Constructing gutters with covers made from reinforced concrete and 5mm thick steel in addition to the other dimensions mentioned in the plans. This includes the construction works, digging, concrete molding, asphalt cutting and all other necessary works.

8. Cleaning inspection chambers with varying depths and gutters:

The contractor shall ensure the cleaning of the inspection chambers named by the supervising body using proper tools and equipment in addition to a water pump to remove dirt and sediments from sewage pipes and ensure water flow through them smoothly, and remove the sludge from the work site to the landfill named by the supervising engineer.

9. Providing and installing iron steps/ladders in inspection chambers:

Iron steps are installed on the inside walls of inspection chambers and are made from 18mm-diametered deformed iron to be fixed before pouring the concrete of chamber walls then covered twice with anti-rust paint then with once with black paint. Steps are fixed with 30cm distance between them.

10. Providing and laying soft sand underneath sewage pipes:

The contractor shall lay a 10cm-thick layer of soft sand underneath the sewage pipes with the leveling required. The sand shall be in compliance with the specifications adopted by local municipalities and shall be approved by the supervisor.

11. Providing, laying and levelling granules for the upper layer:

The materials used shall be of good granular gradation. The diameter of the largest granule must not exceed 75mm and must contain equal ratios between sifter No. 200 and sifter No. 3 as well as having no any gypsum material. The approval of the supervisor is a must.

The contractor shall lay and level granules according to the instructions of the supervising body in a thickness of no more than 20cm using appropriate tools and equipment.

12. Providing and installing manhole (50*50*5) mm iron corner holders

The contractor shall provide and install corner holders size (5*50*50) mm for manhole covers. The iron must be clean, not rusty and covered with anti-rust paint. It must be fixed with concrete through intersected wedges tied to the reinforcing steel during the installation of the manhole cover.

13. Providing, laying and leveling 20cm thick debris

The material used shall be balanced and of good granular gradation. They must contain balanced ratios of the substances passing through sift No. 200 and sift No. 3, as well as having no lime and gypsum materials. They shall be laid in a 20cm thick layer after having been compacted and approved by the supervising body.

14. Repairing the street surface layer

On completion of the installation of sewage pipes and backfilling of trenches, the contractor shall repair the street surface layer made up of 20cm thick debris or broken rocks with compaction and leveling. The materials used must be of good granular gradation approved by the supervising body.

15. All questions and inquiries by contractors and replies by supervisors during the field visit of the work site shall be part of the contract.

The bidder shall comply with the following:

1. The applicant must be an engineer who has a bank account and registered with the Engineers Syndicate and practicing profession, or a contractor. The bidder must submit a document proving this from the Engineers Syndicate and the concerned authorities.
2. The bidder must have experience in similar projects, at least two projects during the last five years.
3. Execution period 90 days from the date of commencement and delivery of the work site.
4. The value of 10% of the total value of the contract shall be retained until the final receipt of the project.
5. 0.5% of the contract value shall be deducted for each day of delay provided that the delay shall not exceed 20 days.
6. All the rehabilitation work included in this contract is under the supervision and follow-up of a supervisory body from the beneficiary as well as the staff of the project designated through the United Nations Development Program.
7. Bids must be made in US Dollars, provided that payment for US-dollar bids is done in Syrian pound according to the United Nations Exchange Rate approved on the invoice submission date.
8. The Organization shall not be liable for the increase in prices after the award of the contract and the bidder shall execute the works at the prices at which the bid was submitted until the expiry of the project execution period.
9. Compliance with the conditions related to the implementation of the above-mentioned work in accordance with the quality standards and the specifications of the accredited bodies in this field and the book of technical conditions for this contract listed above.

10. The period of guarantee of the work of the project is 6 months after the organization of the final execution minutes, through which the bidder shall be obliged to provide full maintenance for any emergency defect resulting from poor implementation.
11. The checklist of executed works shall be calculated according to actual and completed works. The checklists shall be signed by the supervising engineer of the project cadre and the supervisors from the beneficiary. The disbursement shall be done according to the price offered in the bid and according to the quantities determined and executed according to the above table.
12. The bidder shall be responsible for coordinating with the beneficiary to take all approvals.
13. The bidder shall be responsible for the maintenance and handling of any emergency error as well as being fully responsible for any damage to the workers.
14. The bidder must use materials as mentioned in the checklist, and the administrative staff of the project is directly responsible for checking the quality of the materials used, their efficiency and the quality of the engineering work performed
15. The minutes of the completed work executed in due time shall be organized to issue each invoice. The minutes of executing the final work shall be organized by the end of the period of the project, stating the results achieved and the results reached by the project.
16. The disbursement shall be made in two installments according to the completion ratio. The first payment shall be after 45 days provided that the completion rate shall not be less than 40% of the required work volume. The management shall have the right to retain 10% of the total value of the work until the final receipt of the project.
17. The value of each contract item shall not be disbursed in case it does not comply with the specified conditions.
18. The contractor shall ensure all necessary signs (normal, fluorescent and luminous) to secure the working areas and ensure the traffic of pedestrians and vehicles and all that is necessary in a safe manner without causing any accidents or damage to the project, pedestrians or vehicles.
19. The bidder shall inspect the work site and match the required works according to points mentioned in the work schedule with the work requirements and the opinion of the supervising authority of the project and he must submit his offer accordingly.

The bid shall be submitted upon a field visit to the site. Bids not meeting this condition will not be accepted.

دفتر الشروط الفنية لصيانة شبكة الصرف الصحي في القامشلي

الأعمال المطلوبة لإعادة تأهيل الصرف الصحي في بعض الأحياء في القامشلي

تسلسل	بيان الاعمال وفق الشروط الفنية	وحدة القياس	الكمية	مدة التنفيذ
1	قص زفت بعرض (1) م مهما كانت السماكة مع ترحيل الناتج الى خارج الموقع وفق تعليمات جهاز الاشراف	م.ط	3,330	90 يوماً من تاريخ استلام الموقع
2	حفريات ترابية مهما يكن نوعها بعرض (1) م مع اعادة الردم والتسوية والدك مع ترحيل الناتج والزائد الى خارج موقع العمل	م ³	15,700	
3	بيتون نظافة 150 كغ /م ³ سماكة 10 سم (اسمنت مقاوم للكبريتات)	م ³	20	
4	بيتون بال قالب 250 كغ/م ³ لجدران الريغار سماكة 20 سم حتى عمق 2 م و 25 سم حتى عمق أكثر من 2 م	م ³	182	
5	بيتون مسلح لأغطية الريغار 350 كغ/م ³ سماكة 25 سم نسبة التسليح 90 كغ /م ³ وفق المخططات	م ³	38	
6	تقديم وتركيب قساطل اسمنتية 300 كغ /م ³ قطر 30 سم سماكة 4.5 سم	م.ط	3,250	
7	تقديم وتركيب قساطل اسمنتية 300 كغ /م ³ قطر 40 سم سماكة 5 سم	م.ط	3,080	
8	تقديم وفرش رمل ناعم طيار أسفل القساطل سماكة 10 سم وفق الشروط الفنية	م ³	50	
9	تقديم وفرش حجر مكسر بالطبقة الاخيرة سماكة (15) سم بعد حصول الهبوطات للطبقة السفلية (الردم)	م ³	1,275	
10	انشاء فوهات مطرية كاملة (قص زفت وحفريات وبيتون بال قالب وأغطية) مع كافة المستلزمات وفق المخططات والشروط الفنية	عدد	6	
11	تقديم وتركيب زاوية حديد لاغطية الريغار قياس (50*50*5) مم مع دهان اساس.	كغ	1,550	
12	تقديم وتركيب حديد مبروم قطر 18 مم لسلالم الريغار مع الدهان بالايوكسي.	عدد	480	
13	تعزيل ريغار مهمما يكن عمقها مع ترحيل الناتج خارج موقع العمل وفق تعليمات الاشراف	عدد	25	
14	تعزيل فوهات مطرية وتسليكها باستعمال مضخة المياه وترحيل الناتج خارج موقع العمل وفق تعليمات جهاز الاشراف	عدد	25	
15	تقديم اغطية بيتونية مسلحة للفوهات المطرية 400 كغ /م ³ وزوايا حديد سماكة 5 مم وبابعاد حسب المخططات	عدد	100	
16	تقديم وفرش ودحل بقايا مقالع سماكة (20) سم	م ³	100	

الأعمال المطلوبة لإعادة تأهيل الصرف الصحي في تل عودة في القامشلي

تسلسل	بيان الاعمال وفق الشروط الفنية	وحدة القياس	الكمية	مدة التنفيذ
1	تنفيذ حفريات مهما كان نوعها بالآلة واليد العاملة مع اعادة الردم على طبقات سماكة (30) سم وترحيل الفائض خارج موقع العمل	م ³	10,800	90 يوماً من تاريخ استلام الموقع
2	بيتون مسلح لاغطية الريكارات عيار 350 كغ /م ³ ونسبة تسليج 110 كغ /م ³ مقاوم للكبريتات	م ³	40	
3	تقديم وفرش رمل ناعم تحت القساطل سماكة 10سم	م ³	360	
4	تقديم وتركيب قساطل بيتونية من الاسمنت المقاوم للكبريتات (300) كغ/م ³ قطر 50 سم سماكة 6.5 سم	م.ط	700	
5	تقديم وتركيب قساطل بيتونية من الاسمنت المقاوم للكبريتات (300) كغ/م ³ قطر 30سم سماكة 4.5 سم	م.ط	1,700	
6	بيتون نظافة عيار 200كغ/م ³ من الاسمنت المقاوم للكبريتات	م ³	32	
7	بيتون بال قالب 250 كغ/م ³ لجدران الريكار سماكة 20 سم حتى عمق 2 م و 25 سم حتى عمق أكثر من 2 م من الاسمنت المقاوم للكبريتات	م ³	225	
8	تقديم وتركيب درجات حديد مبروم لسلام الريكارات قطر 18مم مع الدهان اساس ووجه دهان اسود	عدد	400	
9	تقديم وتركيب زاوية حديد مع الدهان اساس لاغطية الريغارات قياس (50*50*5) مم	كغ	1,600	
10	تسليك القساطل البتونية بمختلف اقطارها وانواعها باستعمال مضخة مياه والمعدات المناسبة وترحيل الناتج خارج الموقع والتأكد من جريان الماء بشكل طبيعي	م.ط	500	
11	تعزيل غرف التفتيش باعماق مختلفة وترحيل الناتج خارج موقع العمل مع استعمال مضخة مياه والتأكد من جريان الماء.	عدد	20	
12	تقديم وتركيب قساطل بيتونية من الاسمنت المقاوم للكبريتات (300) كغ/م ³ قطر 40سم سماكة 5سم	م.ط	1,500	
13	ازالة القساطل القديمة وترحيلها خارج موقع العمل	م.ط	3,000	

الغاية من المشروع:

انجاز جميع الاعمال المتعلقة بتنفيذ شبكة المجاري وتحقق الشروط الفنية والصحية وفقا للمصورات المرفقة ودقتر الشروط الفنية

المواصفات الفنية للمشروع:

1- كسر وإزالة الأسفلت (زفت):

يتم تكسير الزفت بعد قصه بأدوات قص الزفت وإزالة الاسفلت (زفت) ضمن المسار المحدد والمثبت من قبل الجهة المشرفة مع ترحيل ناتج الحفر إلى مكب النفايات وحسب تعليمات جهاز الإشراف وان لا يزيد عرض الكسر عن (1م) ، ويتحمل المقاول كامل نفقات الصيانة والاصلاح في حال تجاوز العرض عن (1) م . على المقاول ترحيل ناتج تكسير الاسفلت خارج الموقع قبل البدء بأعمال الحفر .

2- تنفيذ اشغال الحفريات:

- تحفر الخنادق حسب التخطيط النهائي للمجاري على ان تكون مستقيمة ومنتظمة المنحنيات وان يكون منسوب قاعها مطابقا للمناسيب الموضوعه في المخططات وتعليمات مهندس الادارة او من ينوب عنه.
- يتم وضع ناتج الحفر على جانب واحد بعيدا عن حافة الخنادق وبمسافة لا تقل عن متر واحد حتى لا يتساقط أي شيء من نواتج الحفر في الخنادق، وعلى المتعهد أن يتخذ كافة الإجراءات اللازمة للتصرف بالأتربة والانقاض المستخرجة من الحفريات ويرحل الفائض الى المواقع المحددة او المقالب العامة المرخص بها حسب ما يراه المهندس المشرف ضروريا.
- يقع على عاتق المقاول إزالة وإخراج القساطل القديمة المكسرة والغير صالحة للاستعمال وترحيلها خارج موقع العمل وإلى المكان الذي تحدده الجهة المشرفة
- يقع على عاتق المتعهد جميع الزيادات في الحفر الزائدة عما هي وارده عليه في المخططات ويقوم المتعهد بإملاء القسم الزائد بالبيتون العادي عيار 150 كغ/م³، ويتم التعويض بموافقة برنامج الأمم المتحدة الإنمائي. كما يتحمل المتعهد كافة نفقات التدعيم اللازمة لمنع انهيار جوانب الحفرية لحين انتهاء العمل بالإضافة الى ما يجب وضعه من علامات واشارات تدل على وجود الحفريات سواء في الليل او في النهار، تقع ايضا على عاتق المتعهد في حال ظهور ماء في الحفريات او عندما يكون الحفر ضمن طبقة مائية فعلى المتعهد اتخاذ التدابير اللازمة للحيلولة دون تجمع الماء في قاع الحفريات وفي حال كان تسرب الماء من مصدر خارجي فيجب تحويل هذه المياه عن موقع العمل بواسطة خنادق او سدود او مصارف او غير ذلك واذا لم يكن ذلك كافيا فعلى المتعهد استعمال المضخات لضخ الماء باستمرار بشكل تبقى الحفرية جافة. على المتعهد اتخاذ كافة التدابير اللازمة لتصريف المياه اللازمة الناتجة عن الضخ والحيلولة دون تجمعها في موقع العمل او في الطرقات والساحات او الاضرار بالمنشآت او الجوار، وجميع هذه التكاليف تقع على عاتق المتعهد، ثم يجب عزل قاع الحفرية.
- تقع على عاتق المتعهد جميع الاعمال الثانوية التي يقوم بها مثل فتح الطرقات او تسوية الارض او غير ذلك مما يساعده في اتمام عمله المكلف به.
- على المتعهد اتخاذ كافة التدابير اللازمة لمنع الاضرار بالتتمديدات الهاتفية او الكهربائية او خطوط المياه الحلوة والتي يصادف وجودها في موقع العمل وتتقاطع مع شبكة الصرف ويقع على المتعهد اصلاح أي ضرر يلحق بتلك الخطوط وعلى نفقته ودون دفع أي تعويض مقابل ذلك.
- يتوجب على المتعهد اعادة الطريق او موقع العمل الى حالته الاصلية التي كان عليها قبل المباشرة بالتنفيذ وتأمين كافة المتطلبات اللازمة لذلك ما عدا اعمال التزفيت.
- في حال انقطاع طرق الوصول في شارع او مربع سكني نتيجة الاعمال فان على المقاول إنشاء جسور وممرات تؤمن امكانية وصول المستفيدين وتنقلهم.
- يتم الحفر بالايدي العاملة حول القساطل القديمة الصالحة للاستعمال والغير مكسرة ويجب عدم ايدائها وتكسيدها باستخدام الالات والادوات والميكانيكي

3- القساطل البتونية المسبقة الصنع من معامل آلية:

- على العارض ان يقدم عرضه بالطريقة التي سيتبعها في تصنيع القساطل بحيث تحقق الشروط التالية:
- أبعاد القساطل وطريقة صنعها: تصنيع قساطل البيتون العادي والمسلح من عيار 350 كغ اسمنت لكل متر مكعب من خليطة الرمل والحصص وتخضع المواد المستعملة في صنع القساطل من اسمنت ورمل وحصص وماء لجميع الشروط المفروضة على اشغال البيتون، يجب ان تكون القساطل خالية من الكسور والشقوق الشعرية ومن أي عيب.
- سماكة القساطل: قسطل قطر (30) سم سماكة (4.5) سم
قسطل قطر (40) سم سماكة (5) سم
قسطل قطر (50) سم سماكة (6.5) سم

اعمال تمديد القساطل وتجربتها:

- تركيب القساطل على فرشية من الرمل سماكة 10 سم (وذلك عندما تكون التربة عادية) وفق المنسوب المحدد من الجهة المشرفة وبما يتوافق مع الخطوط القديمة، أو على فرشية من البيتون العادي عيار 150 كغ/م³ وبسماكة 10 سم أو لا ثم فرشية رمل سماكة 10 سم ثانياً وذلك عندما تكون التربة ضعيفة.
- ولا يباشر بالتركيب الا بعد فرش الرمل او صب البيتون لكامل الجزء المحدد بين نقطتي تسوية او بين حفرتي تفتيش. توزع القساطل على جوانب الخندق المحفور ويتم فحص كل قسطل على حده لاستبعاد ما تعرض منها الى صدمات اثناء النقل وتنظيف القساطل قبل تركيبها.
- يستعمل في وصل القساطل مونة اسمنتية عيار 400 كغ/م³. تسوى المونة الاسمنتية وبسماكة 8 سم وعرض 20 سم تجري تجربة القساطل بالماء بعد التركيب وقبل الردم وذلك بإملاء الجزء الواقع تحت التجربة بالماء للتأكد من عدم تسرب الماء من الوصلات.
- ميل القساطل: قطر (30) من 0.005 الى 0.06
قطر (40) من 0.0022 الى 0.05

4- اعمال الردم:

- بعد الانتهاء من تمديد القساطل وتجربتها والتأكد من ميولها على نفقة المتعهد وبعد اخذ موافقة المهندس المشرف الخطية يبدأ المتعهد بالردم فوق القساطل , ويتم الردم اولا بالتراب الناعم الخالي من الشوائب والاحجار ويمكن الردم بالتربة الناتجة عن الحفر فيما اذا كانت تحقق شروط الردم واذا لم تكن تربة الحفر الناتج مناسبة للردم فيؤتى بتربة مناسبة يوافق عليها المهندس المشرف يبدأ بالردم بتحشية جوانب القساطل الى ان تملئ جميع الفراغات أسفل القساطل وعلى جوانبها بالتراب المرصوص لدرجة (90) بركتور , ومن ثم يتابع ردم القسم الباقي على طبقات بحيث لا تزيد سماكة الطبقة عن 30 سم تفرش بشكل مستو وترش بالماء و تضغط بشكل جيد بالمدقات الالية حتى الحصول على درجة رص (90) بركتور وهكذا يتابع المتعهد الردم حتى الوصول الى المنسوب المحدد في المخططات بعد ذلك يقوم بترحيل الانقاض الى المواقع التي تحددها الادارة.
- يكون المتعهد مسؤولاً عن كل هبوط يحصل في سطح الردم فيما بعد ويتحمل كافة الاضرار الناتجة عن ذلك.

5- اعمال غرف التفتيش من جدران وارضيات من البيتون المقاوم للكبريتات:

- يصنع البيتون من 250 كغ اسمنت لكل متر مكعب من الحصويات بحيث يكون شكلها أقرب الى التكور والتكعب 150 كغ/م³ لبيتون النظافة، لا يكون فيها نسبة عالية من الحبيبات الناعمة، خاليا من الغبار الناعم والغضار العالق بها
- تنفذ غرف التفتيش في الاماكن المحددة في المخططات وفق الابعاد والمناسيب الواردة في تلك المخططات وتنفيذ هذه الغرف اما من البيتون المسلح او البيتون العادي وفق ما هو مطلوب وبشكل مطابق للشروط الفنية لأعمال البيتون المسلح، وتصب الارضية والجدران من البيتون العادي عيار 250 كغ/م³ وبيتون نظافة عيار 150 كغ/م³ اسمنت وتثبت في جدران الغرف درجات سلالم (حديد ميروم قطر 18 مم بتباعد 30 سم/)

ملاحظة: إذا كان عمق الريكار أكثر من 4.5م وضمن تربة ضعيفة يتم تسليح جدران الريكار وفق المخططات المرفقة مع كل دراسة.

6- تقديم وصف بيتون مسلح عيار 350 كغ/م³ لجدران غرف التفتيش التي يزيد عمقها عن 4.5م والأسقف

(1.4*1.4*0.25) م جميع غرف التفتيش:

يصنع من البيتون عيار 350 كغ/م³ وتطبق عليه الشروط والمواصفات الفنية المذكورة في بند البيتون العادي ويضاف اليها ما يلي:

- يجب ان تكون قضبان التسليح خالية من الشقوق والصدأ والبرادة وغبار التصنيع والدهان والمواد الدهنية والزيتية وجميع المواد الاخرى التي تقلل من تماسك الحديد بالبيتون
- يفصل الحديد ويثنى على البارد ليعطي الاشكال والقياسات المحددة في المصورات
- إذا تعذر على المتعهد تأمين بعض قضبان التسليح بالأقطار المحددة فلا يجوز له استبدالها بما يعادلها من اقطار اخرى الا بموافقة من مهندس الاشراف وإذا ادى هذا التعديل الى زيادة في وزن الحديد المستعمل فتكون تلك الزيادة على نفقة المتعهد.
- توضع القضبان بالعدد والقطر والشكل والترتيب المطلوب كما هو محدد في المخططات وتربط قضبان الحديد بشكل متين يحول دون أي حركة فيها اثناء الصب، وترفع القضبان عن القوالب بواسطة كراسي حديدية بالشكل والعدد المطلوب.

ملاحظة: يستخدم الاسمنت المقاوم للكبريتات مع كافة اعمال البيتون وتصنيع القساطل البيتونية والمونة الاسمنتية.

ملاحظة: كافة اعمال البيتون يجب ان تكون مطابقة لمواصفات الكود العربي السوري

ملاحظة: يمنع الصب عندما تنخفض درجة الحرارة عن (4) درجة مئوية وتزيد درجة الحرارة عن (39) درجة مئوية

7- إنشاء فوهة مطرية كاملة مع الغطاء وتقديم وتركيب اغطية لفوهات اخرى:

إنشاء فوهات مطرية كاملة مع الغطاء المصنوع من البيتون المسلح وحديد زاوية سماكة 5 مم والابعاد الاخرى حسب المخططات تتضمن الإنشاء واعمال الحفريات والبيتون بالقالب وقص زفت وكل ما يلزم

8- تعزيل غرف التفتيش بأعماق متفاوتة وفوهات مطرية:

على المتعهد أن يقوم بتنظيف غرف التفتيش التي تحددها الجهة المشرفة باستعمال المعدات والأدوات المناسبة ومضخة مياه لتنظيف القساطل من الأوساخ والترسبات والتأكد من جريان المياه فيه بشكل طبيعي دون معوقات، وترحيل نواتج التنظيف خارج موقع العمل إلى الموقع المحدد من قبل المهندس المشرف.

9- تقديم وتركيب درجات حديد ضمن غرف التفتيش:

تركب الدرجات على جدران غرف التفتيش من الداخل وتصنع من حديد مبروم بقطر 18 مم تثبت قبل صب جدران غرفة التفتيش ثم تدهن بالزيرقون على وجهين ثم وجه ثالث من الدهان الاسود. يتم وضع الدرجات كل 30 سم

10- تقديم وفرش رمل ناعم أسفل القساطل

على المقاول ان يقوم بفرش رمل ناعم سماكة 10 سم أسفل القساطل مع التسوية اللازمة وان يكون الرمل مطابق للمواصفات المعتمدة في البلديات المحلية وان يوافق عليها المشرف.

11- تقديم وفرش ودحل حجر مكسر للطبقة الأخيرة.

ان تكون المواد المستعملة ذات تدرج حبي جيد وان لا يزيد قطر أكبر حبة عن 75 مم وان تحوي نسب متساوية بين المنخل رقم 200 والمنخل رقم 3 وان تكون خالية من المواد الجبسية وان يوافق عليها جهاز الاشراف.

يقوم المقاول بفرشها ودحلها حسب تعليمات جهاز الاشراف وبسماكة لاتزيد عن 20 سم باستعمال الاليات والمعدات المناسبة.

12- تقديم وتركيب حديد زاوية قياس (50*50*5) مم

على المقاول تقديم وتركيب حديد زاوية قياس (50*50*5) لاغطية الريكارات ويجب ان يكون الحديد نظيف وخالي من الصدأ وان يدهن بالسيرقون ويثبت بالبيتون بشرمات متداخلة في صبة البيتون و مربوط مع حديد التسليح اثناء صب غطاء الريكار

13 - تقديم وفرش ودحل بقايا مقالع سماكة (20):

يجب ان تكون المواد المستعملة متوازنة ذات تدرج حبي جيد وان تحوي نسب متوازنة للمواد المارة من المنخل رقم 200 والمنخل رقم 3 وان تكون خالية من المواد الجبسية والكلسية، تفرش على سماكة 20 سم بعد الرص وان يوافق عليها جهاز الاشراف .

14- تصليح الطبقة السطحية للشوارع:

بعد انجاز تركيب القساطل واعمال الردم للخنادق يقوم المتعهد بإصلاح الطبقة السطحية المولفة من طبقة بقايا سماكة 20سم أو حجر مكسر مع الرص والدحل ويجب ان تكون المواد المستعملة ذات تدرج حبي جيد وتوافق عليها الجهة المشرفة.

15- كافة الاسئلة والاستفسارات من المقاولين والاجوبة من الاشراف خلال زيارة موقع العمل تعتبر جزء اساسي من العقد.

على العارض الالتزام بما يلي:

1. يشترط على العارض المتقدم أن يكون مهندس لديه حساب مصرفي ومسجلاً بنقابة المهندسين وممارساً للمهنة، أو مقاول وعلى العارض تقديم وثيقة تثبت ذلك من نقابة المهندسين والجهات المعنية.
2. يشترط على العارض ان يكون لديه خبرة في مشاريع مشابهة، على الأقل مشروعين خلال الخمس سنوات الفائتة.
3. مدة التنفيذ 90 يوماً من تاريخ المباشرة وتسليم موقع العمل.
4. يتم الاحتفاظ بقيمة 10% من القيمة الإجمالية للعقد لحين الاستلام النهائي للمشروع.
5. يتم خصم 0.5 % من قيمة العقد عن كل يوم تأخير على أن لا تتجاوز مدة التأخير أكثر من 20 يوم.
6. كافة أعمال التأهيل الواردة في هذا العقد تتم تحت رقابة ومتابعة جهاز إشرافي من الجهة المستفيدة إضافة إلى كادر المشروع المعين عن طريق برنامج الأمم المتحدة الإنمائي.
7. يجب تقديم العروض بالدولار الأمريكي على أن يتم الصرف للعروض التي تقدم بالدولار الأمريكي بالليرة السورية على سعر صرف الأمم المتحدة المعتمد بتاريخ تقديم الفاتورة.
8. المنظمة غير مسؤولة عن زيادة الأسعار بعد إرساء العقد وعلى العارض تنفيذ الأعمال بالأسعار التي تم التقدّم بموجبها على المناقصة ولغاية انتهاء مدة تنفيذ المشروع.
9. التقيد بالشروط المتعلقة بتنفيذ الأعمال المذكورة أعلاه وفق معايير الجودة القياسية ومواصفات الجهات المعتمدة بهذا المجال ودفتر الشروط الفنية الخاص بهذا العقد والدرج أعلاه.
10. مدة ضمان أعمال المشروع 6 أشهر بعد تنظيم محضر التنفيذ النهائي يكون العارض خلالها ملزم بتقديم الصيانة الكاملة لأي خلل طارئ ناتج عن سوء التنفيذ.
11. يتم حساب كشف الأعمال المنفذة وفق الأعمال الفعلية والمنجزة ويوقع على الكشف المهندس المشرف من كادر المشروع والمشرفين من الجهة المستفيدة ويتم الصرف وفق ذلك وبالسعر المقدم بالعرض وحسب الكميات المقررة والمنفذة وفق الجدول أعلاه.
12. العارض مسؤول عن التنسيق مع الجهة المستفيدة لأخذ كافة الموافقات.
13. العارض مسؤول عن تنفيذ الصيانة ومعالجة أي خطأ طارئ، كما يتحمل العارض المسؤولية الكاملة على كل ضرر يقع على العمال.
14. على العارض استخدام مواد وفق ما هو مذكور بالكشف، ويعد الكادر الإداري للمشروع مسؤول بشكل مباشر عن تدقيق جودة المواد المستخدمة ومدى كفاءتها وعن جودة العمل الهندسي المنفذ.
15. يتم تنظيم محضر إنجاز عمل بالأعمال التي تم إنجازها بالوقت المستحق لرفع كل فاتورة، كما يتم تنظيم محضر تنفيذ عمل نهائي بنهاية مدة المشروع، يتم فيه ذكر ما تم تحقيقه والنتائج التي توصل لها المشروع.
16. يتم صرف الكشف على دفعتين وفقاً لنسب الانجاز، الدفعة الأولى بعد 45 يوم على أن لا تقل نسبة الإنجاز عن 40% من حجم الأعمال المطلوبة ويحق للإدارة الاحتفاظ بنسبة (10%) من قيمة الاعمال من القيمة الاجمالية لحين الاستلام النهائي للمشروع.
17. لا يتم صرف قيمة البند من العقد في حال عدم مطابقته مع الشروط المحددة.
18. يلتزم المتعهد بتأمين كل ما يلزم من اشارات دلالة عادية و فوسفورية و مضيئة لتأمين اماكن التنفيذ و تأمين حركة المرور للأشخاص و الآليات و كل ما يلزم بشكل أمن دون وقوع أي حوادث أو اضرار بالمشروع أو الأشخاص أو الآليات.

19. على العارض معاينة موقع العمل ومطابقة الأعمال المطلوبة وفق المذكور في جدول وكشف الأعمال المبين أعلاه مع احتياجات العمل ورأي الجهة المشرفة على المشروع وعليه أن يقدم عرضه بناءً على ذلك.

يتم تقديم العرض بناءً على زيارة ميدانية للموقع ولن يتم قبول العروض التي لم يشارك مقدميها بالزيارة الميدانية.

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements: *[check the condition that applies to this ITB, delete the entire row if condition is not applicable to the goods being procured]*

Delivery Term [INCOTERMS 2010] <i>(Pls. link this to price schedule)</i>	DAP
Exact Address of Delivery/Installation Location	Qamishli, Syira
Mode of Transport Preferred	N/A
UNDP Preferred Freight Forwarder, if any ²	N/A
Distribution of shipping documents <i>(if using freight forwarder)</i>	N/A
Customs, if required, clearing shall be done by:	N/A
Ex-factory / Pre-shipment inspection	N/A
Inspection upon delivery	N/A
Installation Requirements	N/A
Testing Requirements	N/A
Scope of Training on Operation and Maintenance	N/A
Commissioning	N/A
Warranty Period	6 months
Local Service Support	N/A
Technical Support Requirements	N/A
After-sale services Requirements	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 6 months
Payment Terms <i>(max. advanced payment is 20% as per UNDP policy)</i>	Two installments according to actual accomplishment as follows: 1st installment after 45 days from commencement of works provided that 40% of the work is finalized.

²A factor of the Incoterms stipulated in the ITB. The use of a UNDP preferred freight forwarder may be considered for purposes of ensuring forwarder's familiarity with procedures and processing of documentary requirements applicable to UNDP when clearing with customs authority of the country of destination.

	2nd installment after the final delivery and acceptance of the work
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of works based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	Arabic or English

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

Technical Bid:

Have you duly completed all the Returnable Bidding Forms?	
▪ Form A: Bid Submission Form	<input type="checkbox"/>
▪ Form B: Bidder Information Form	<input type="checkbox"/>
▪ Form C: Joint Venture/Consortium/ Association Information Form	<input type="checkbox"/>
▪ Form D: Qualification Form	<input type="checkbox"/>
▪ Form E: Format of Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form G: Form of Bid Security	
▪ [Add other forms as necessary]	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>

Price Schedule:

▪ Form F: Price Schedule Form	<input type="checkbox"/>
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Form A: Bid Submission Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule.

Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

- a) is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists;
- b) have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization;
- c) have no conflict of interest in accordance with Instruction to Bidders Clause 4;
- d) do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
- e) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- f) undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the UNDP.

We offer to supply the goods and related services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should UNDP accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the Bidder]

Form B: Bidder Information Form

Legal name of Bidder	[Complete]
Legal address	[Complete]
Year of registration	[Complete]
Bidder's Authorized Representative Information	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UGNM vendor number]
Are you a UNDP vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UNDP vendor number]
Countries of operation	[Complete]
No. of full-time employees	[Complete]
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	[Complete]
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	[Complete]
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	[Complete]
Does your organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues	[Complete]
Is your company a member of the UN Global Compact	[Complete]
Contact person that UNDP may	Name and Title: [Complete]

<p>contact for requests for clarifications during Bid evaluation</p>	<p>Telephone numbers: [Complete]</p> <p>Email: [Complete]</p>
<p>Please attach the following documents:</p>	<ul style="list-style-type: none"> ☒ Completed forms A,B,C,D and G of this ITB ☒ Company Profile, which should <u>not</u> exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/services being procured; ☒ Certificate of Registration of the business, including Articles of Incorporation, or equivalent document if Bidder is not a corporation; or membership certificate in the Engineers or Contractors Association, or equivalent. ☒ Latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past three (3) years; ☒ Statement of Satisfactory Performance from the Top Three (2) Clients in terms of Contract Value and related to similar nature and complexity to our project; ☒ Time schedule in compliance with the deadlines set in the ITB. Detailed work plan including the project timeline and duration for the main activities, as well as method statements for the excavation and concrete works. The proposal shall be clear and comprehensive; ☒ In case of subcontracting, the bidder should submit the company profile, experience and team composition of the designated subcontractor; ☒ List and value of projects performed for the last 5 years with similar nature and complexity, plus client's contact details who may be contacted for further information on those contracts; ☒ Technical description of materials, supply and equipment in line with or exceed the requirements of performance and size of the ITB (for all components and/or requirements); ☒ Proof that the contractor owns or will rent the proposed equipment; ☒ CVs of the Key Staff (engineers, supervisors); ☒ Guarantees: The complete works shall be tested, commissioned and handed over complete and in perfect operating condition and shall be covered under a defects liability (parts and labor) for a minimum period of <u>6 months</u> from the date of commissioning, including any possible hidden defect.

Form C: Joint Venture/Consortium/Association Information Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information <i>(address, telephone numbers, fax numbers, e-mail address)</i>	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed
1	[Complete]	[Complete]
2	[Complete]	[Complete]
3	[Complete]	[Complete]

Name of leading partner (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)	[Complete]
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We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture **OR** ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Form D: Eligibility and Qualification Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

<input type="checkbox"/> Non-performing contracts did not occur during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (in US\$)	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 3 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by UNDP.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken

Bidders may also attach their own Project Data Sheets with more details for assignments above.

☐ Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	Year	USD
	Year	USD
	Year	USD
Latest Credit Rating (if any), indicate the source		

Financial information (in US\$ equivalent)	Historic information for the last 3 years		
	Year 1	Year 2	Year 3
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

☐ Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
 - Historic financial statements must be audited by a certified public accountant;
 - Historic financial statements must correspond to accounting periods already completed and audited.
- No statements for partial periods shall be accepted.

Form E: Format of Technical Bid

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

The Bidder's Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder's qualification, capacity and expertise

- 1.1 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).
- 1.2 Relevance of specialized knowledge and experience on similar engagements done in the region/country.
- 1.3 Quality assurance procedures and risk mitigation measures.
- 1.4 Organization's commitment to sustainability.

SECTION 2: Scope of Supply, Technical Specifications, and Related Services

This section should demonstrate the Bidder's responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

- 2.1 A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
- 2.3 The bid shall also include details of the Bidder's internal technical and quality assurance review mechanisms.
- 2.4 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.5 Demonstrate how you plan to integrate sustainability measures in the execution of the contract.

Goods and services to be Supplied and Technical Specifications	Your response				
	Compliance with technical specifications		Delivery Date <i>(confirm that you comply or indicate your delivery date)</i>	Quality Certificate/Export Licenses, etc. <i>(indicate all that apply and attach)</i>	Comments
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>			
LOT1					
Asphalt cutting - 1m wide - no matter what the thickness is. Removing the resulting debris outside the work site according to the instructions of the supervisory body					
All kind of earth digging - 1m wide - with backfilling and levelling in addition to removing the extra resulting dirt outside the work site.					
150kg/m3 sulphate-resistant concrete - 10cm thick					
250kg/m3 molded concrete for the manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths					
350kg/m3 reinforced concrete for manhole covers - 25cm thick. 90kg/m3 reinforcement ratio according to the plans					
Providing and installing 300kg/m3 concrete sewage pipes, 30cm diameter, 4.5cm thick					
Providing and					

installing 300kg/m ³ concrete sewage pipes, 40cm diameter, 5cm thick					
Providing and spreading soft fine underneath the pipelines with a 10cm thickness according to the technical conditions.					
Providing and installing a 15cm thick top layer of crushed rocks (granules) after the lower layer (debris) collapses					
Constructing complete gutters (asphalt cutting, digging, molded concrete and covers) with all the works requirements according to the plans and the technical conditions.					
Providing and installing steel corners for the manhole covers - size (50*50*5) mm with base paint.					
Providing and installing 15mm deformed steel rods for manholes ladders with insulating paint.					
Cleaning the manholes with all depths and removing the sludge outside the work site according to the supervisory body's instructions.					

Cleaning and draining the gutters using water pumps and removing the sludge outside the work site according to the instructions of the supervisory body.					
Providing 400kg/m ³ reinforced concrete gutter covers - 5mm thick - with dimensions meeting those in the plans.					
Providing, spreading and levelling quarry products - 20cm thick					
LOT2					
Executing all kinds of digging (using machinery or manually) with backfilling holes on layers of 30cm thick and removing the extra dirt outside the work site.					
350kg/m ³ sulphate resistant reinforced concrete for manhole covers - 110kg/m ³ reinforcement ratio					
Providing and spreading soft fine sand underneath pipelines - 10cm thick					
Providing and installing 300kg/m ³ sulphate resistant concrete sewage pipes - 50cm diameter and 6.5cm thick					
Providing and installing 300kg/m ³					

sulphate resistant concrete sewage pipes - 30cm diameter and 4.5cm thick					
200kg/m ³ sulphate resistant concrete					
250kg/m ³ sulphate resistant molded concrete for manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths					
Providing and installing 18mm-diametered deformed iron rods for manhole ladders with base paint and one layer of black paint					
Providing and installing iron corners with base paint for manhole covers - size (50*50*5) mm					
Draining concrete sewage pipes of all diameters and kind using water pumps and other appropriate equipment and removing the sludge outside the work site and ensuring regular water flow					
Cleaning the inspection chambers of all depths and removing the sludge outside the work site using water pumps and ensuring water flow within					
Providing and installing 300kg/m ³ sulphate resistant					

concrete sewage pipes - 40cm diameter and 5cm thick					
Uninstalling and removing the old sewage pipes outside the work site					

Other Related services and requirements <i>(based on the information provided in Section 5b)</i>	Compliance with requirements		Details or comments on the related requirements
	Yes, we comply	No, we cannot comply <i>(indicate discrepancies)</i>	
e.g. Delivery Term			
Warranty			

SECTION 3: Management Structure and Key Personnel

- 3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
- 3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the scope of goods and/or services.

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/Qualifications	<i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i>
	[Insert]
Professional certifications	<i>[Provide details of professional certifications relevant to the scope of goods and/or services]</i>
	<ul style="list-style-type: none"> ▪ Name of institution: [Insert] ▪ Date of certification: [Insert]

Employment Record/ Experience	<i>[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]</i>
	[Insert]
References	<i>[Provide names, addresses, phone and email contact information for two (2) references]</i>
	Reference 1: [Insert] Reference 2: [Insert]

I, the undersigned, certify that to the best of my knowledge and belief, the data provided above correctly describes my qualifications, my experiences, and other relevant information about myself.

Signature of Personnel

Date (Day/Month/Year)

FORM F: Price Schedule Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	[Insert ITB Reference Number]		

The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

Currency of the Bid: [Insert Currency]

Price Schedule

LOT1- Sewage Network Rehabilitation - Qamishli Neighborhoods						
No.	Works Required	UOM	Qty	Delivery Period	Unit Price	Total Price
1	Asphalt cutting - 1m wide - no matter what the thickness is. Removing the resulting debris outside the work site according to the instructions of the supervisory body	L.M	3,330	90 Days starting the date of site delivery		
2	All kind of earth digging - 1m wide - with backfilling and levelling in addition to removing the extra resulting dirt outside the work site.	m ³	15,700			
3	150kg/m3 sulphate-resistant concrete - 10cm thick	m ³	20			
4	250kg/m3 molded concrete for the manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths	m ³	182			
5	350kg/m3 reinforced concrete for manhole covers - 25cm thick. 90kg/m3 reinforcement ratio according to the plans	m ³	38			
6	Providing and installing 300kg/m3 concrete sewage pipes, 30cm diameter, 4.5cm thick	L.M	3,250			
7	Providing and installing 300kg/m3 concrete sewage pipes, 40cm diameter, 5cm thick	L.M	3,080			
8	Providing and spreading soft fine underneath the pipelines with a 10cm thickness according to the technical conditions.	m ³	50			
9	Providing and installing a 15cm thick top layer of crushed rocks (granules) after the lower layer (debris) collapses	m ³	1,275			
10	Constructing complete gutters (asphalt cutting, digging, molded concrete and covers) with all the works requirements according to the plans and the technical conditions.	No	6			
11	Providing and installing steel corners for the manhole covers - size (50*50*5) mm with base paint.	Kg	1,550			
12	Providing and installing 15mm deformed steel rods for manholes ladders with insulating paint.	No	480			
13	Cleaning the manholes with all depths and removing the sludge outside the work site according to the supervisory body's instructions.	No	25			

14	Cleaning and draining the gutters using water pumps and removing the sludge outside the work site according to the instructions of the supervisory body.	No	25		
15	Providing 400kg/m3 reinforced concrete gutter covers - 5mm thick - with dimensions meeting those in the plans.	No	100		
16	Providing, spreading and levelling quarry products - 20cm thick	m ³	100		

FCA charges, if any	
Bid Subtotal FCA (Incoterms 2010) (please state FCA Qamishli, Syria):	
Transportation/Delivery Cost	
Bid Total DAP, off-loaded/cleared, Qamishli, Syria (Incoterms 2010)	
Warranty	
GRAND TOTAL	

LOT2- Sewage Network Rehabilitation - at Tal Oudeh in Qamishli

No	Required Works	unit	Qty	Delivery Period	Unit Price	Total Price
1	Executing all kinds of digging (using machinery or manually) with backfilling holes on layers of 30cm thick and removing the extra dirt outside the work site.	m3	10,800	90 Days starting the date of site delivery		
2	350kg/m3 sulphate resistant reinforced concrete for manhole covers - 110kg/m3 reinforcement ratio	m3	40			
3	Providing and spreading soft fine sand underneath pipelines - 10cm thick	m3	360			
4	Providing and installing 300kg/m3 sulphate resistant concrete sewage pipes - 50cm diameter and 6.5cm thick	L.M	700			
5	Providing and installing 300kg/m3 sulphate resistant concrete sewage pipes - 30cm diameter and 4.5cm thick	L.M	1,700			
6	200kg/m3 sulphate resistant concrete	m3	32			
7	250kg/m3 sulphate resistant molded concrete for manhole walls - 20cm thick for up to 2m depths and 25cm thick for over 2m depths	m3	225			

8	Providing and installing 18mm-diametered deformed iron rods for manhole ladders with base paint and one layer of black paint	no	400			
9	Providing and installing iron corners with base paint for manhole covers - size (50*50*5) mm	Kg	1,600			
10	Draining concrete sewage pipes of all diameters and kind using water pumps and other appropriate equipment and removing the sludge outside the work site and ensuring regular water flow	L.M	500			
11	Cleaning the inspection chambers of all depths and removing the sludge outside the work site using water pumps and ensuring water flow within	no	20			
12	Providing and installing 300kg/m3 sulphate resistant concrete sewage pipes - 40cm diameter and 5cm thick	L.M	1,500			
13	Uninstalling and removing the old sewage pipes outside the work site	L.M	3,000			

FCA charges, if any	
Bid Subtotal FCA (Incoterms 2010) (please state FCA Qamishli, Syria):	
Transportation/Delivery Cost	
Bid Total DAP, off-loaded/cleared, Qamishli, Syria (Incoterms 2010)	
Warranty	
GRAND TOTAL	

Name of Bidder: _____

Authorised signature: _____

Name of authorised signatory: _____

Functional Title: _____

FORM G: Form of Bid Security

**Bid Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.**

To: UNDP
[Insert contact information as provided in Data Sheet]

WHEREAS [Name and address of Bidder] (hereinafter called "the Bidder") has submitted a Bid to UNDP dated [Click here to enter a date.](#) to execute goods and/or services [Insert Title of Goods and/or Services] (hereinafter called "the Bid"):

AND WHEREAS it has been stipulated by you that the Bidder shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the Bidder:

- a) Fails to sign the Contract after UNDP has awarded it;
- b) Withdraws its Bid after the date of the opening of the Bids;
- c) Fails to comply with UNDP's variation of requirement, as per ITB instructions; or
- d) Fails to furnish Performance Security, insurances, or other documents that UNDP may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the Bidder such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Bidder, up to a total of *[amount of guarantee] [in words and numbers]*, such sum being payable in the types and proportions of currencies in which the Price Bid is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of *[amount of guarantee as aforesaid]* without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 30 days after the final date of validity of bids.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]