

REQUEST FOR QUOTATION (RFQ)
(Works)

DESCRIPTION: Rehabilitation of Basketball Court & Four Tennis Courts, in Sabratha City, Libya	DATE: September 6, 2018
	REFERENCE: RFQ/LBY/SLCRR/2018/081

We kindly request you to submit your quotation for the following works, as detailed in Annex 1 of this RFQ. Quotations may be submitted on or before **20th September 2018, 14:00 hours** Tripoli, Libya time, ref. www.greenwichmeantime.com and via email at tenders.ly@undp.org or hand delivered to the address below:

United Nations Development Programme
Libya Country Office
Palm City Residence,
Sidi Abduljaleel, Janzour Area, Tripoli, Libya

An organized site visit is also arranged on 11th September 2018 at the below timing:

Basketball Court & Four Tennis Courts, in Sabratha City, Libya - 10:00 hrs (Libya Time).

Focal Person(s): Eng. Tawfeak Alghanoudi, Civil Engineer
Phone number: +218913706873

Quotations submitted by email must be limited to a maximum of 5MB, transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned works:

Place of contract	Sabratha City, Libya Basketball Court & Four Tennis Courts, in Sabratha City, Libya
Preferred Currency of Quotation	United States Dollars (US \$)
Site visit	An organized site visit is also arranged on 11 th September 2018 at the below timing: Basketball Court & Four Tennis Courts, in Sabratha City, Libya - 10:00 hrs (Libya Time). Focal Person(s): Eng. Tawfeak Alghanoudi, Civil Engineer Phone number: +218913706873
Period of Validity of Quotes	<u>90 days - commencing on the submission date</u> In exceptional circumstances, UNDP may request the Offeror to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Offeror shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Advanced Payment upon signing of contract	Except when the interests of UNDP so require, it is the UNDP's preference to make no advanced payment(s) on contracts (i.e., payments without having received any outputs). In the event that the Bidder requires an advanced payment upon contract signature, and if such request is duly accepted by UNDP, and the said advanced payment exceeds 20% of the total Bid price or exceed the amount of USD 30,000.00 UNDP shall require the Bidder to submit a Bank Guarantee in the same amount as the advanced payment.
Liquidated Damages	Will be imposed under the following conditions: Percentage of contract price per day of delay up to maximum duration of 01 calendar month: 5% per day Max. limit of delay: 10%

Quotation shall include the following:	<p>a. <u>Cover Letter</u>: A cover letter that lists the lead contact person with contact information, confirmation of acceptance to the General Terms & Conditions for Civil Works (signed/stamped)</p> <p>b. <u>General Information</u>: Include a description of the firm/company's history and experience to demonstrate that the firm/company has the capacity to undertake the works.</p> <p>c. <u>Business Licenses</u>: Valid business license in general construction works. Interested bidders must have appropriate permission/registration from relevant Government body to operate in Libya (copy must be provided with the quote)</p> <p>d. <u>Experience</u>: List and value of similar projects performed in past, plus client's contact details who may be contacted for further information on those contracts.</p> <p>A minimum number of similar 2 contracts implemented in past. <u>Copies of contracts and completion certificates (handover of work) to be provided.</u></p> <p>e. <u>Project Schedule</u>: An outline of the firm/company's proposed timeline reflecting start and completion dates of works including:</p> <p>f. List of proposed personnel with CV's showing relevant experience and qualification.</p> <p>g. Signed/stamped Annex 2 (<u>FORM FOR SUBMITTING SUPPLIER'S QUOTATION</u>) and Annex 2A (<u>BILL OF QUANTITIES</u>)</p>
Evaluation method to be used in selecting the most responsive Bid	Lowest priced offer of technically qualified/responsive quotation
Evaluation Criteria	<p>1. Minimum no. of years of experience in civil works: 3 (three)</p> <p>2. The company should have completed at least two similar in nature contracts with the contract value of USD 80,000.00 for each contract. (Copies of contracts and/or completion certificates (handover of work) to be provided.</p> <p>3. Qualifications and suitability of the key personnel proposed for the contract including their previous experience with same type of assignment.</p> <ul style="list-style-type: none"> • Civil Engineer/Project Manager - shall have a Degree in Civil engineering and minimum of 5 years of experience of work. • Electrician - with a diploma and minimum of 3 years of experience of work of an equivalent nature. • Plumber with a minimum of 3 years of experience of work of an equivalent nature). <p>4. Submission of Implementation Timeline/Meeting the works completion deadline of <u>60</u> days or shorter.</p> <p>5. Acceptance of General Terms & Conditions for Civil Works.</p>
Maximum Expected duration of contract	The successful vendor shall complete the works within 60 days from the award of contract. Offeror's technical approach shall fully comply with the specifications, drawings and BOQ.
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<p><u>English</u></p> <p>Documents provided in other languages must be translated into English</p>

Deadline for the Submission of Quotation	On or before 20 th September 2018, 14:00 hours Tripoli, Libya time, ref. www.greenwichmeantime.com
Partial Quotes	Not permitted
UNDP will award to	One and only one Vendor
Type of Contract to be Signed	Contract for works
Conditions for Release of Payment	Submission of invoice and acceptance/certification by UNDP Engineer
Annexes to this RFQ	<p>Scope of Works (Annex 1)</p> <p>Form for Submission of Quotation including the BOQ (Annex 2)</p> <p>Specifications (Annex 3)</p> <p>General Terms and Conditions for Civil Works (Annex 4).</p> <p>Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.</p>
Request for clarification	<p>Offerors requesting clarification of any of the items, technical requirements or conditions stipulated in this RFQ shall communicate in writing with UNDP office to procurement.ly@undp.org stating the RFQ reference number: RFQ/LBY/SLCRR/2018/081</p> <p>All the enquiries should be made five days prior to deadline. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the offerors.</p>

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail, and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, 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.

Any Contract/Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 4.

UNDP is not bound to accept any quotation, nor award a Contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process.

In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:
<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>



UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link: http://www.un.org/depts/ptd/pdf/conduct_english.pdf

Thank you and we look forward to receiving your quotation.

Yours sincerely,

A handwritten signature in blue ink that reads 'Basha'.

Ermira Basha,
Operations Manager
UNDP Libya

Scope of Work

Rehabilitation of the Basketball & Four Tennis Courts, in Sabratha City, Libya

Background:

UNDP's project 'Strengthening Local capacities for Resilience and Recovery' is a three-year EU funded initiative, aiming at supporting local authorities in Libya to respond to the many conflict and human mobility induced challenges - by strengthening the local resilience and recovery mechanisms - that impact negatively citizens' access to essential services, sources of livelihoods, the social cohesion and security of communities.

The project aims at responding to the many conflict and human mobility induced challenges - by strengthening the local resilience and recovery mechanisms - that impact negatively citizens' access to essential services, sources of jobs and livelihoods, the social cohesion and security of communities. Target beneficiaries are host communities – including internally displaced persons (IDPs) and returnees – migrants and refugees.

The project is built around 3 outputs: (1) Better provision of basic services at local level and increase access for most vulnerable groups from host communities - including Internally Displaced Populations (IDPs) and returnees - as well as migrants and refugees is ensured; (2) Local authorities and administrations are supported in fulfilling their role and responsibilities with a focus on enforcing local stability and community security (3) Local economic recovery/development, including job creation and livelihoods are supported

This project title is **Rehabilitation of the Basketball & Four Tennis Courts Project.**

Basketball & Four Tennis Courts description:

The Basketball & 4 Tennis Courts are located in the Sabratha city center near ancient/historical theater area, located in **12°29'18.80"E** and **32°48'3.83"N** that had suffered for the last decades in which needs some repair and rehabilitation provisions.



Location Map



Location Map

Required work

The Basketball & 4 Tennis Courts rehabilitation/completion work requires mainly as follows:

- Supplying and installing Lighting Projection units with a power of 1000 watt for only the basketball court.
- Supply and Apply 1 or 2 coats of the approved Acrylic Resurface (depending on pavement porosity) followed by 2 coats of the Color Coat with White Lines Paint for Basketball & 4 Tennis courts.
- Supply and install the accessories as follows: 8 of player`s seats/chairs, 4 double net stands/chairs, 4 tennis nets for four Tennis Court only.
- Supply and fix the shock absorber/Cushion Buffer all around the projection lighting posts.

1. Period of Performance

The period of performance for the **Rehabilitation of Basketball & four Tennis Courts Project** is two months (60 days), all work shall be scheduled to complete within this timeframe. Any modifications or extensions shall be requested through Engineer for review and approval.



Basketball Court



Basketball Court



Four Tennis Courts



Four Tennis Courts



FORM FOR SUBMITTING SUPPLIER'S QUOTATION

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to perform the works as per the summary provided below and attached priced BoQ in conformity with the specification and requirements of UNDP as per RFQ Reference No. **RFQ/LBY/SLCRR/2018/081- Rehabilitation of Basketball Court & Four Tennis Courts, in Sabratha City, Libya.**

Description:	Total (US\$)
A - Rehabilitation of Basketball court (as per priced BOQ – Annex 2A)	
B - Rehabilitation of Four Tennis courts (as per priced BOQ – Annex 2A)	
Grand Total	

Currency: United States Dollars

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

Company Name: _____

Contact Person: _____

Position: _____

Email: _____

Mobile Number: _____

Address: _____

Authorised Signature: _____ Date: _____

BILL OF QUANTITIES

Rehabilitation of Basketball Court & Four Tennis Courts, in Sabratha City, Libya

RFQ Reference Number: RFQ/LBY/SLCRR /2018/081

Item	Description	Unit	Qty	Unit rate in USD	Total amount in USD
	General Installation Instructions:				
	<p>Basketball and multi-purpose courts are found everywhere from parks and schools to clubs and homes. the system required shall be ideal for any outdoor court surface in any part of the world. Netball, Volleyball, and a variety of activities can be played on an acrylic game court surface.</p> <p>"Each layer in the systems serve a specific purpose and contribute to the quality of the finished court.</p> <ul style="list-style-type: none"> • Vibrant, consistent finishes allow speed of play specification. (Available in a popular palette of colors) • Multiple acrylic color coating layers form the firm, uniform and durable wearing surface. • Cushion is an enhancement that provides dynamic response to body impact, attenuates foot and leg shock, and reduces fatigue. • Acrylic Resurface is the base coat that fills voids in the pavement and adds texture for the cushion granules to "grab" onto during application. • The system can be installed outdoors on concrete. • Additional products are used for patching, levelling and crack sealing. Surfaces can be used for a variety of sports and applications. " <p>The system required provides a durable, harder surface. approval of the Engineer is strongly required upon the technical data sheet and other related system documents provided by the contractor for approval for basketball court. All work shall be implemented in according to the technical data sheet of the product application an instruction as per the international codes and specification and standard recommendations.</p> <p>Pavement surface must be cleaned entirely of dust, dirt, and debris. Repair of pavement surface defects, depressions and cracks must be completed prior to application. All repairs must be flush and smooth to adjoining surfaces</p> <p>"Allow each coat of material to dry thoroughly before applying successive coats. Allow coating to dry for 48 hours prior to skating." Apply 1 or 2 coats of Acrylic Resurface (depending on pavement porosity) followed by 2 coats of Skate Master. Allow materials to dry completely between coats.</p> <p>For concrete and asphalt surfaces should have a medium broom finish or similar roughened texture. Each surface with acid and thoroughly clean with brooms and water or power washer. Allow concrete slab to thoroughly dry and apply Acrylic Adhesion Promoter at a rate of 200-300 square feet per gallon. Allow concrete sealer to thoroughly dry before applying successive coatings.</p>				
A	Basketball Court				
A1	Supplying and installing a Lighting Projection with a power of 1000 watts Genuine European manufacturing. All the inputs and all the necessary according to the technical specifications, instructions, and approval of the supervisor engineer	No.	16		
A2	Supply the Acrylic Resurface (depending on pavement porosity) and the Color Coat with White Lines Paint products. All shall be approved by supervisor Engineer. All in according to the technical specifications and instructions of the supervisor engineer	M2	600		

A3	Apply 1 or 2 coats of the approved Acrylic Resurface (depending on pavement porosity) followed by 2 coats of the Color Coat with White Lines Paint products which shall be approved by the Engineer. Allow materials to dry completely between coats. All in according to the technical specifications, instructions, and approval of the supervisor engineer	L.S	1		
A4	Supply and install basketball ring system basketball stand, Base Size: 2400x1200x450x380mm, Material: high grade steel, Length: 3.25m or 3.05m, Backboard; Size: 1800x1050x12mm, aluminum alloy frame, safety tempered glass, if broken, the pieces of glasses do not split off. Protective cover: international standard, super durable polyurethane padding, strong under impact resistance, high transparency, non-reflective, good weather resistance, anti-aging corrosion-resistant.	No.	2		
A	Total for Basketball court works carried to summary				
B	Four Tennis Courts				
B1	Supply and apply the 1 or 2 coats of the approved Acrylic Resurface (depending on pavement porosity) for four Tennis courts followed by 2 coats of the color Coat with White Lines Paint products which shall be approved by the Engineer. Allow materials to dry completely between coats. All in according to the technical specifications, instructions, and approval of the supervisor engineer. The ground tennis acrylic type for the tennis court ground shall be in accordance to International Tennis Federal (ITF) certified of ITF-3 and thickness of 3 mm.	SQ.M	2500		
B2	Supply and install the accessories as follows: 8 of player's seats, 4 double net stands, 4 tennis nets. All in according to the technical international specifications and standard, instructions, and approval of the supervisor engineer	No.	1		
B3	Supply and fix the Cushion Buffer all around the existing lighting projection posts to prevent players from crashing during the play to those lighting posts. All in according to the technical specifications, instructions, and approval of the supervisor engineer.	L.S	1		
B	Total for Four Tennis courts works carried to summary				

Summary	
	Amount in USD
A - Total for Basketball court works	
B - Total for Four Tennis courts works	
Grand total in words USD	
Name of the contractor:	
Signature and stamp of the contractor	
Date:	

Annex 3

Specifications

Attached



Annex 4

UNDP General Conditions of Contract for Civil Works

Attached