

REQUEST FOR QUOTATION (RFQ)
(Works)

DESCRIPTION: Rehabilitation of Psychosocial Center Front Yard Landscaping in Misrata, Libya.	DATE: October 10, 2018
	REFERENCE: RFQ/LBY/TJ/2018/101

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 **24th October 2018 at 14:00 hours** Tunis, Tunisia 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
Rue du Lac Windermere, Les Berges du Lac, 1053 Tunis, Tunisia

An organized site visit is arranged on 17th October 2018 at the below timing:

Psychosocial Center Front Yard Landscaping in Misrata at 10:00 hrs (Libya Time).

Focal Person(s): Akram Ahmed DAW Balluz, Civil Engineer
Phone number: +218913206252; email akramdaw3@gmail.com

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	Misrata City, Libya Psychosocial Center Front Yard Landscaping in Misrata.
Preferred Currency of Quotation	United States Dollars (US \$)
Site visit	An organized site visit is arranged on 17 th October 2018 at the below timing: Psychosocial Center Front Yard Landscaping in Misrata at 10:00 hrs (Libya Time). Focal Person(s): Akram Ahmed DAW Balluz, Civil Engineer Phone number: +218913206252; email akramdaw3@gmail.com
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: 0.5% 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 and Experience</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 including the 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>c. List of proposed personnel with CV's showing relevant experience and qualification.</p> <p>d. <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>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. Signed/stamped Annex 2 (<u>FORM FOR SUBMITTING SUPPLIER'S QUOTATION</u>) and (<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) general construction work: 3 (three)</p> <p>2. The company should have completed at least two similar in nature contracts with the contract value of USD 50,000.00 for each contract. (Copies of contracts and/or completion certificates (handover of work) to be provided.</p> <p>3. Qualification 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. <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 24 th October 2018, 14:00 hours Tunis, Tunisia 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	Scope of Works (Annex 1) Form for Submission of Quotation including the BOQ (Annex 2) Specifications (Annex 3) General Terms and Conditions for Civil Works (Annex 4). Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Request for clarification	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/TJ/2018/101 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.

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

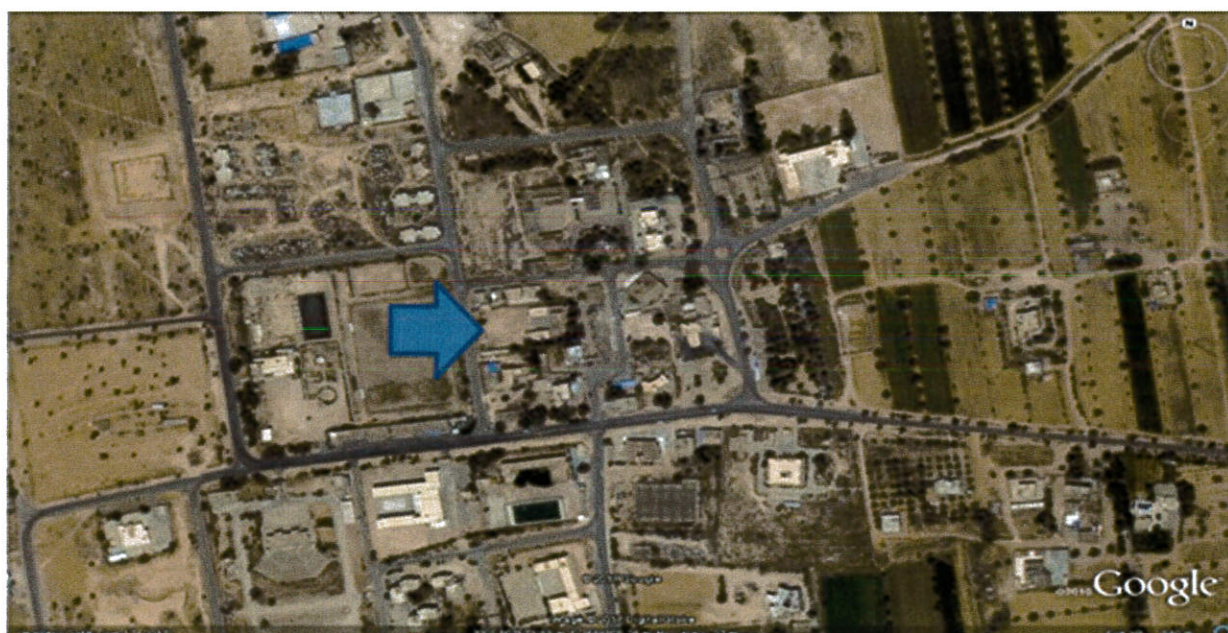
Rehabilitation of Psychosocial Center Front Yard Landscaping in Misrata, Libya

BACKGROUND:

The Support to Transitional Justice and Reconciliation at the Local and National Levels in Libya is a 2- year project that aims to facilitate dialogue between different parties in localized disputes and to work with the parties to identify a way to develop capacities for conflict resolution, establish transitional processes to deal with past violations and develop plans to enhance community security. The project will support key actors at the local and national levels to a) continue dialogue processes on transitional justice and return of IDPs; b) develop strategies and plans to support transitional justice measures; c) support inclusive community safety and security planning. The project will begin with the Misrata and Tawergha dialogue and will aim to replicate the approach in other communities through the course of 2016-2017.

PROJECT DESCRIPTION:

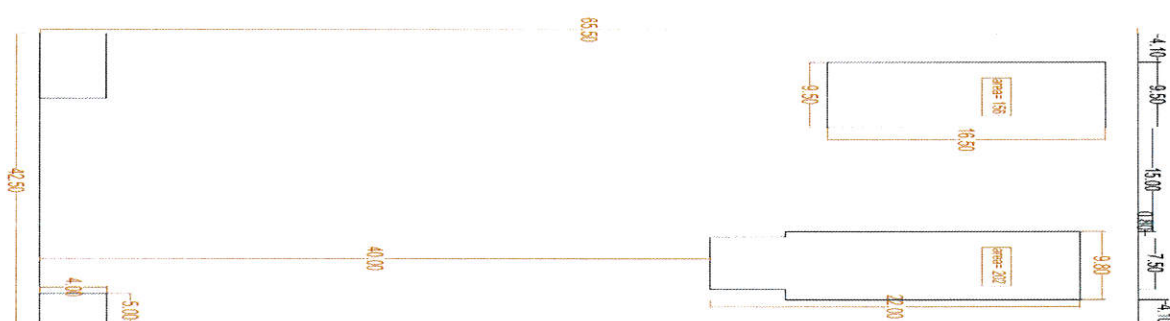
the Psychosocial Support Center Landscaping is a rehabilitation project, which is located in Misrata municipal branch Tummina 20 KM south of Misrata Center. 32°15'21.5"N 15°04'45.5"E



Location of the existing Psychosocial in Misrata:

The building has a roofed area of about 360 square meters and is located on an area of 2750 square meters consisting of the following:

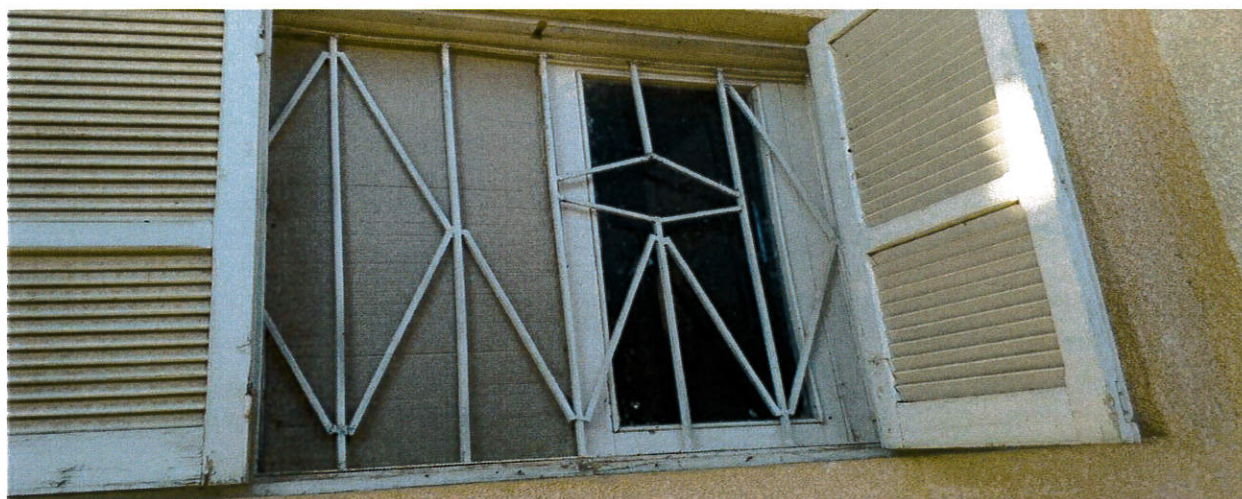
- Four semesters.
- Three toilets.
- A kitchen.
- Corridors and three management rooms.



The work includes:

Required works:

- Trees Plantation and green area (Grass) works.
- Demolition and removal works of minor work in the building
- Construction of walkway and curb stones
- Soil preparation and irrigation systems
- Plastering works





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/TJ/2018/101- Rehabilitation of Psychosocial Center Front Yard Landscaping in Misrata, Libya.**

Description:	Total (US\$)
Rehabilitation of Psychosocial Center Front Yard Landscaping in Misrata, Libya (as per priced BOQ)	
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.

BILL OF QUANTITIES

Rehabilitation of Psychosocial Center Front Yard Landscaping in Misrata, Libya

RFQ Reference Number: RFQ/LBY/TJ/2018/101

Item	Description	Unit	Qty	Rate in USD	Amount in USD
	A - Demolishing and Preparing				
	The work shall include and comply with the following: - a. Removing of demolished material off site to authorized dumping sites. b. The dismantled materials are the sole property of the client (in case those material is required by the Client). c. The contractor shall coordinate implementation of his daily work activities, working hours, throughout the construction period with the client and the supervising engineer for smooth implementation of the work and to avoid interruption of the functioning building. d. The contractor shall protect and safe guard the existing facilities and building finishes, including the painting, the floor tiles. e. The contractor shall make the necessary temporary water, electrical power connections. Etc. to prevent interruption of the power and water supply for the existing functioning building. f. The contractor shall take all necessary measures to ensure safety of his labor and the existing structures, finishes, utilities, services. Etc. and to minimize environmental hazards including pollution, noise and dust.				
A1	Dismantle and remove of damaged wooden doors, size 1900 X 2200 mm, including frames as directed by Engineer.	No	2		
A2	Dismantle and remove of damaged wooden windows, size 750 X 900 mm, including frames as directed by Engineer.	No	18		
A3	Dismantle and remove of damaged wooden windows, size 2200 X 1190 mm, including frames as directed by Engineer.	No	12		
A3	Stripping off damaged external plastering, including preparing surfaces for new plastering and removal of surplus as directed by Engineer.	SQ.M	100		

A4	Demolish and remove damaged Concrete ceiling, including preparing surfaces for new works and removal of surplus.	SQ.M	18		
A5	Dismantle and remove of damaged wooden door, size 800 X 2200 mm, including frames.	No	3		
A6	Dismantle and remove marble "Travertine" (grade A), size 300mm x 30mm, including all required works.	L.M	17		
A7	<u>Supply</u> and install marble "Travertine" (grade A), size 300mm x 30mm, like the existing, including all required works.	L.M	17		
A8	Dismantle and remove ceramic from internal walls and floors tiles in the existing bath rooms, including removal of surplus and preparing surfaces for new tiling works.	SQ.M	45		
A9	Supply and install and connect Poly Propylene (PPR) pipes 3/4", for potable water network. The work shall include the needed fittings such as tees, bends, and all related work accessories.	L.M	35		
A10	Supply, install and flush white vitreous china Eastern W.C. (grade A) suite comply with BS 3402, with 10-liter plastic flushing cistern, good quality chromium plated tap 1/2" including pipes, valves, fittings and all associated accessories.	No	1		
A11	Supply, install and flush white vitreous china European W.C. (grade A suite comply with BS 3402), with 10-liter ceramic double action flushing cistern, chromium plated tap 1/2", including pipes, valves, UPVC drainage pipe connecting to the nearest manhole or sewage header and all associated fittings and accessories.	No	2		
A12	Supply and fix white glazed fire clay standing hand wash basin with overflow and single hole faucet, size 480 x 580 mm, made of vitreous china to BS 3402 (grade A), complete with all water supply pipes, good quality chromium plated mixer and waste trap. The work includes all related work accessories and fittings.	No	2		
A13	Supply and install UPVC pipes 4" and 10 bar pressure, for rain water drainage. The work includes all tees, bends, and all related work accessories and fittings.	L.M	16		
A14	Supply and fix a good quality 1' and 1 HP horizontal centrifugal pump, one flange and 50 HZ motor, installed on potable water main to supply the water tank. The work includes all related work accessories and fittings.	No	1		
A15	Supply and install PVC tank for potable water, of 2000 liters capacity, including the electrical floating valve and all related work accessories and fittings according to the specifications, and Engineer instructions.	No	1		
A16	Supply and install high quality electrical water heater, 80 liters capacity, 0.8 MPa pressure, provided with temperature gauges, including water supply pipes 16mm, chromium plated control valve, non-return valve electrical connections and all required works.	No	1		
A17	Supply and install non-slip ceramic floor tiles (grade A), size 330mm x 330mm x 8mm thick for toilet floors, laid on 30mm mortar bed, according to the specifications and Engineer's instructions.	SQ.M	15		
A18	Supply and install wall ceramic tiles (any color) size 250mm x 500mm x 4mm thick for the bath rooms & kitchen including mortar bed.	SQ.M	32		
A19	Supply and install fluorescent lighting fixture 2 X 40 watt with plastic cover, including 120 cm day light lamps, 3 X 2.5 mm ² wires, conduits, chock coils, starters, capacitors, clamps, bolts, and all needed accessories.	No	15		
A20	Supply and install fluorescent lighting fixture 2 X 40 watt with plastic cover, including 60 cm day light lamps, 3 X 2.5 mm ² wires, conduits, chock coils, starters, capacitors, clamps, bolts, and all needed accessories.	No	4		

A21	Supply, install and maintain wall mounted inverter split air-conditioners. The price shall include one-year Warranty, wiring, electrical connections, drain pipes to the nearest drain points, water proof on-off switch on the external units, galvanized steel holders/stands, opening in walls by scoring machine, closing holes with sika sealant, gas and oil charging. The units shall be according to below specifications and the applicable Standards, and as per the following specifications: Capacity-18 BTU.	No	4		
B - Concrete Works					
B	Concrete Works shall include: - Supplying, casting, grouting, vibrating and curing as per specifications. Approved additives and admixtures. Supplying and fixing of the required steel reinforcement.				
B1	Supplying and casting, of C20 concrete 80 mm thick complete as directed & approved by the Engineer	SQ.M	40		
C - Painting Works					
C	All painting materials shall be high quality and approved type and comply with specification and manufacturer's instructions. The work shall include surface preparation for new painting works, including peeling off old damaged paint, filling holes, plaster patching, putty, priming. Etc.Type and textures and finishing paint coat shall be similar and match to existing finishing.				
C1	Supply & paint exterior acrylic textured paints for exterior walls and fence, the texture and color to be approved. The work includes repairing damaged plaster up to 20 X 20 cm, rubbing off old paints, cleaning and preparing the surfaces for new works.	SQ.M	1055		
C2	Supply & paint interior acrylic textured paints for internal walls and roof, the texture and color to be approved., rubbing off old paints, cleaning and preparing the surfaces for new works.	SQ.M	955		
D - Doors, Windows and Metals Works					
D1	The work shall include supply, fabricate and installation of high quality doors and windows, in accordance with relevant Standards and or as per the existing doors and windows; all as directed and approved by the Engineer. The contractor shall submit shop drawings for the approval of the Architect & Engineer, prior to fabrication. The contractor shall refer to all relevant specifications and drawings prior to pricing and it shall be his responsibility to complete the said works to the entire satisfaction of the Engineer at no additional cost. Rate to include supplying and installing high quality, hardware and accessories. The contractor shall check the dimensions of the existing doors and windows openings. Samples should be submitted for the Engineer's approval.				
D2	Supply and fix single solid door type (D2) made of Mahogany wood grade 1, overall size 1900 X 2200X 45 mm thick complete with frame, constructed from side stiles and middle mullions, top, middle and bottom rails, 2 equal top decorative grooved panels and 2 equal bottom decorative grooved panels including door lock with handle, approved paints, and all required works.	No	2		
D3	Supply and install PVC window, size 750 X 900 mm, constructed of clear glass 4 mm thick panel, including spring bolt lock, tilt structing copper arm, whit color compline Turkish and or same quality, as directed by Engineer.	No	18		
D4	Supply and install PVC window, size 2200 X 1100 mm, constructed of clear glass 4 mm thick panel, including all accessory, whit color compline Turkish made or same quality, as directed by Engineer.	No	12		

D5	Supply and install PVC door, size 2200 X 1100 mm, constructed of clear glass 4 mm thick panel, including all accessory, whit color compline Turkish made or same quality, as directed by Engineer.	No	3		
D6	Repair, conduct maintenance and adjustment for the existing wooden doors and frames of size 2000 mm*1000 mm. The work includes repairing/replacing all damaged door wooden parts, hardware, and accessories by new ones, rubbing off old paints and applying two coats of wood preservative, two coats of primer, two coats of wood paint, complete to restore the door functional to the satisfaction of the Engineer.	No	8		
E - Plastering Works					
E1	Supply and make two coats of plaster 25 mm thick for the external walls. and ceiling with cement sand mortar 1:3; all according to specification and the Engineer approval.	SQ.M	179		
F- Pathway and curb stone					
F1	Supply and install of garden curb stone according to specification and the Engineer approval.	L.M	110		
F2	Supply and lay interlocking tiles 60mm the item includes a base of compacted granular material 100mm thick to specifications, drawings and Engineer's instructions	SQ.M	510		
G1	G- Soil Preparation and irrigation systems				
G1	Soil Preparation and Supply and installation of irrigation water network for the garden according to technical specifications.	SQ.M	1150		
H - Trees Plantation and Green Areas (Grass) Works					
H1	Supply and plant various embellishment trees of ever green (5 years old) and height (3m) stem thickness (5cm) with good green and root groups, free from plagues and diseases provided to be of similar sizes	No	20		
H2	Supply and plant grass of ready green surfaces type (P 20 seashore) basilar	SQ.M	1120		
Total for Rehabilitation of Psychosocial Centre Front Yard Landscaping in Misrata works carried to summary					

Summary	
	Amount in USD
Total for Rehabilitation of Psychosocial Centre Front Yard Landscaping in Misrata.	
Grand total in words USD	
Name of the contractor:	
Contact Person:	
Position:	
Email:	
Mobile Number:	
Address	
Signature and stamp of the contractor	
Date:	

Specifications

Attached



Annex 4

UNDP General Conditions of Contract for Civil Works

Attached