



*Empowered lives.
Resilient nations.*

INVITATION TO BID

**Cash for Work for Murals, Painting, Desk Repairing, Planting and
Rubble Removal in 74 Schools-East Mosul**

ITB No.: IRQ-ITB-278/19

Project: Funding Facility for Immediate Stabilization (FFIS)

Country: Iraq

Issued on: 16 October 2019

CONTENTS

Section 1. Letter of Invitation	4
Section 2. Instruction to Bidders.....	6
A. GENERAL PROVISIONS	6
1. Introduction	6
2. Fraud & Corruption, Gifts and Hospitality.....	6
3. Eligibility.....	6
4. Conflict of Interests	6
B. PREPARATION OF BIDS	7
5. General Considerations.....	7
6. Cost of Preparation of Bid	7
7. Language	7
8. Documents Comprising the Bid.....	7
9. Documents Establishing the Eligibility and Qualifications of the Bidder	7
10. Technical Bid Format and Content	7
11. Price Schedule	8
12. Bid Security	8
13. Currencies	8
14. Joint Venture, Consortium or Association.....	8
15. Only One Bid	9
16. Bid Validity Period	9
17. Extension of Bid Validity Period	9
18. Clarification of Bid (from the Bidders).....	10
19. Amendment of Bids.....	10
20. Alternative Bids	10
21. Pre-Bid Conference	10
C. SUBMISSION AND OPENING OF BIDS.....	10
22. Submission	10
Hard copy (manual) submission	11
Email and eTendering submissions	11
23. Deadline for Submission of Bids and Late Bids.....	11
24. Withdrawal, Substitution, and Modification of Bids	11
25. Bid Opening.....	11
D. EVALUATION OF BIDS	12
26. Confidentiality.....	12
27. Evaluation of Bids.....	12
28. Preliminary Examination	12
29. Evaluation of Eligibility and Qualification.....	12
30. Evaluation of Technical Bid and prices	12
31. Due diligence.....	12

32. Clarification of Bids	13
33. Responsiveness of Bid	13
34. Nonconformities, Reparable Errors and Omissions	13
E. AWARD OF CONTRACT	14
35. Right to Accept, Reject, Any or All Bids	14
36. Award Criteria	14
37. Debriefing.....	14
38. Right to Vary Requirements at the Time of Award	14
39. Contract Signature	14
40. Contract Type and General Terms and Conditions	14
41. Performance Security.....	14
42. Bank Guarantee for Advanced Payment	14
43. Liquidated Damages.....	14
44. Payment Provisions	14
45. Vendor Protest.....	14
46. Other Provisions.....	15
Section 3. Bid Data Sheet.....	16
Section 4. Evaluation Criteria.....	20
Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities.....	23
Section 5b: Other Related Requirements.....	24
Section 6: Returnable Bidding Forms / Checklist.....	33
Form A: Bid Submission Form	34
Form B: Bidder Information Form	35
Form C: Joint Venture/Consortium/Association Information Form	37
Form D: Eligibility and Qualification Form	Error! Bookmark not defined.
Form E: Technical Bid FORMAT	40

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 **Annex 1:** BOQ (Attached separately)
 - o **Annex 2:** Scope of Work and Schedule of Requirements
 - o **Annex 3:** Technical Specification and Pictures
 - o **Annex 4:** List of Schools

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.

In case your company is not registered in the E-Tendering Module, please use the following temporary username and password to register your company/firm:

Username: event.guest

Password: why2change

Bidders who will be registered on the e-tendering will be able to download the complete bidding documents from the e-tendering website at: <https://etendering.partneragencies.org>

"Bidders can download the complete tender documentation from the e-Tendering upon registration".

The Procurement notice includes the details of the UNDP focal person and the email provided is a YAHOO account as per following details:

The site visit is mandatory. if the bidders will not attend the site visit, the bid will not be considered for further evaluation and will be rejected.

The site visit will be organized on **Monday 28th October 2019 between 09:00 a.m. till 11:00 a.m.**

Focal Person: Rawand Delshad Ali,

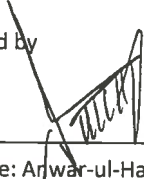
email: rawand2016@yahoo.com

Mobile: +964 0750 1116458

You may acknowledge receipt of this ITB utilize the "Accept Invitation" function in E-tendering 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: Arwar-ul-Haq
Title: Procurement Analyst
Date: **October 16, 2019**

Approved by:



Name: Ijaz Hussain
Title: Head of Procurement
Date: **October 16, 2019**

