



## **INVITATION TO BID**

### **SECTION 1: LETTER OF INVITATION**

United Nations Development Programme, hereinafter referred to as UNDP hereby invites prospective bidders to submit a bid in accordance with the General Conditions of Contract and the Schedule of Requirements as set out in this Invitation to Bid (ITB).

To enable you to submit a bid, please read the following attached documents carefully.

Section 1: This Letter of Invitation

Section 2: Instructions to Bidders

Section 3: Data Sheet

Section 4: Evaluation Criteria

Section 5: Schedule of Requirements ( BOQ)

Section 6: Conditions of Contract and Contract Forms

Section 7: Bidding Forms

- Form A: Bid Confirmation
  
- Form B: Checklist
  
- Form C: Bid Submission
  
- Form D: Bidder Information
  
- Form E: Joint Venture/Consortium/Association Information
  
- Form F: Eligibility and Qualification
  
- Form G: Technical Bid
  
- Form H: Price Schedule

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 this document and in the supplier portal. .

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the system. This will enable



the system to send notifications in case of amendments of the tender requirements. Should you require further clarifications, kindly communicate using the messaging functionality in the system. Offers must be submitted directly in the system following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal. In case you have never registered before, follow the [Supplier Portal Registration Link](#) to register a profile in the system. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

We look forward to receiving your bid.



**Tender Overview**

UNDP Peace & Stabilization portfolio, is supporting local communities in Blue Nile through providing means for communication especially in area's which has no access to public information, This procurement involve supply and installation a MW radio station in Ed Damazine.



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## 1 Overview

### 1.1 General Information

<b>Title</b>	Supply, Delivery and Installation of Supply of a Broadcast System
<b>Contact Point</b>	Roweida.mohamed
<b>Outcome</b>	
<b>E-Mail</b>	roweida.mohamed@undp.org
<b>Reference Number</b>	UNDP/SDN/ITB/22/017
<b>Beneficiary Country</b>	Sudan

**Introduction** Offers must be submitted directly in the system following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal. In case you have never registered before, follow the [https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&\\_adf.ctrl-state=azywmctp\\_1&\\_afLoop=6329722925931702&\\_afWindowMode=0&\\_afWindowId=null&\\_afFS=16&\\_afMT=screen&\\_afMFW=1042&\\_afMFH=575&\\_afMFDW=1280&\\_afMFDH=720&\\_afMFC=8&\\_afMFCI=0&\\_afMFM=0&\\_afMFR=144&\\_afMFG=0&\\_afMFS=0&\\_afMFO=0](https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=azywmctp_1&_afLoop=6329722925931702&_afWindowMode=0&_afWindowId=null&_afFS=16&_afMT=screen&_afMFW=1042&_afMFH=575&_afMFDW=1280&_afMFDH=720&_afMFC=8&_afMFCI=0&_afMFM=0&_afMFR=144&_afMFG=0&_afMFS=0&_afMFO=0) to register a profile in the system. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration. Follow the instructions in the guide to search the tender, subscribe, and submit bid response.

### 1.2 Tender Timeline

<b>Preview Date</b>	
<b>Open Date</b>	05/06/22 06:36 AM
<b>Close Date</b>	30/06/22 12:00 PM
<b>Time Zone</b>	Coordinated Universal Time

### 1.3 Response Rules

*This negotiation is governed by all the rules displayed below.*

	Rule
<input type="checkbox"/>	Negotiation is restricted to invited suppliers
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

### 1.4 Terms



**Negotiation Currency**   SDG ()

**Eligible Response Currencies**

*Check the one currency in which you will enter your response.*

	Response Currency	Description	Price Precision
<input type="checkbox"/>	SDG	Section 2_General Instructions to Bidders	2

**1.5 Attachments**

File Name or URL	Type	Description
FORM F- PRICE SCHEDULE FORM .d	File	
Section 3_ Bid Data Sheet - IT	File	
Price Schedule- Priced BOQ - B	File	
Section 5b - Other Related Req	File	
Section 6- ITB Retunable Forms	File	
Section 5a- Schedule of Requir	File	



## 2 Requirements

*\*Response is required*

The requirement section of this document includes general instructions and information for suppliers as well as requirements and sections that suppliers need to respond. Please review this section carefully and provide responses in the manner and format required by uploading required forms and when required also keying in the information directly in the system.

### 2.1 Section 1. General Provisions

#### 1. General Instructions to Bidders

This solicitation process is governed by the General Instructions to Suppliers attached herewith and Bid Data Sheet and other information listed herewith. By submitting a bid response to this tender supplier confirms to have read, understood, and accepted such provisions.

Attachments:

File Name or URL	Type	Description
Section 2_General instructions	File	Section 2_General Instructions to Bidders

#### 2. Bid Data Sheet

Bid Data sheet contains information and instructions specific to this Tender. By submitting a bid you confirm to have read, understood, and accepted the provisions herewith attached.

Please download the attachment below : [Section 3- Bid Data Sheet](#) , to review the particular conditions of this ITB.

Attachments:

File Name or URL	Type	Description
Section 3_ Bid Data Sheet - IT	File	

### 2.2 Section 2. Evaluation Criteria - Preliminary Examination

#### \*1. General Conditions of Contract

Do you accept the General Conditions of Contract (GTCs) as specified herewith.

Attachments:

File Name or URL	Type	Description
GTCs and contract forms.docx	File	
Contract Face Sheet (Goods and	File	

*Target: Confirm acceptance of GTCs*

#### \*2. Proposal Validity

Do you accept that your bid is valid as required in General Instructions and Bid Data Sheet?



Attachments:

File Name or URL	Type	Description
Section 3_ Bid Data Sheet - IT	File	

Target: Confirm Bid Validity as required

**3. Form A: Bid Confirmation**

**Please acknowledge interest to participate in this Tender by creating a draft bid response in the system. This will allow you to receive notifications from the system in case of amendments.**

If you do not submit a bid, UNDP would appreciate your feedback on the reasons. You can provide your feedback by completed the form A herewith attached and sending it via email to contact details specified for this tender in Bid Data Sheet.

**\*4. Form B: Checklist**

**Please complete the returnable bidding forms in accordance with instructions and attach them as part of your bid response in the system.** No alteration to the format of the forms shall be permitted and no substitution shall be accepted.

Attachments:

File Name or URL	Type	Description
Section 6- ITB Retunable Forms	File	

**\*5. Form C: Bid Submission**

Have you attached Bid Submission form as per template provided and duly signed by a legal representative of your company?

Attachments:

File Name or URL	Type	Description
Section 6- ITB Retunable Forms	File	

Target: Bid Submission form provided

**\*6. Form D: Bidder Information**

Have you attached form D with information on the bidder using template herewith attached?

Attachments:

File Name or URL	Type	Description
Section 6- ITB Retunable Forms	File	

Target: Bidder Information provided

**\*7. Form E: Joint Venture/Consortium/Association Information**

Have you provided information on Joint Venture/Consortium/Association Information using the template and instructions attached?

Choose the applicable answer from options below.

**If Applicable , please fill and attach Form C: Joint Venture/Consortium/Association Information Form**

Attachments:

File Name or URL	Type	Description
Section 6- ITB Retunable Forms	File	





**\*8. Form F: Eligibility and Qualifications Form**

Have you provided the information required to establish eligibility and qualifications as per form F herewith attached?

Attach also supporting documentation as applicable.

Please download the attachment below :

Section 4- Evaluation Criteria, and provide the necessary supporting document including the Audited Financial Statements.

Attachments:

File Name or URL	Type	Description
Section 4- Evaluation Criteria	File	

**\*9. Form G: Technical Bid**

Have you provided your technical offer using the template herewith attached.

Please provide also additional supporting documents such as technical specifications, brochures, catalogues ( mandatory).

Attachments:

File Name or URL	Type	Description
Section 5a- Schedule of Requir	File	
Section 6- ITB Retunable Forms	File	

Target: Technical Bid offered

**\*10. Form H: Price Schedule**

Have you provided Price Schedule as instructed?

Prices must be submitted directly in the system line items section, and detailed tables attached when requested.

Please make sure that the figures are consistent.

Attachments:

File Name or URL	Type	Description
Price BOQ - Broadcasting Syste	File	
FORM F- PRICE SCHEDULE FORM .d	File	

**I-1. Overall Assessment of Preliminary examination**

This is an internal criteria for evaluation team to assess and determine if the offer meets overall the criteria for this section based on information provided in their offer and any subsequent clarifications sought.

Insert 1 for "Pass" and 0 for "Fail"

**2.3 Section 3. Evaluation Criteria - Minimum eligibility**

**\*1. Legal Registration**

Bidder is a legally registered entity and all relevant information is provided.

Upload scanned copies of legal registration documents according to options listed below and any other relevant document.



**\*2. Sanctions List**

Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.

*Target: Not suspended or ineligible*

**\*3. Bankruptcy**

Do you confirm that you have not declared bankruptcy or not involved in bankruptcy or receivership proceedings and there is no judgment or pending legal action against the company that could impair operations in the foreseeable future.

**\*4. Certificates and Licenses**

Have you provided required certificate and licenses.

Select any of the options below as applicable and supporting documents.

- Duly authorized to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer.
- Official appointment as local representative, if bidder is submitting a bid on behalf of an entity located outside the country.
- Patent Registration Certificates, if any of technologies submitted in the bid is patented by the bidder.
- Export/Import Licenses, if applicable.

**I-1. Overall Assessment of eligibility**

This is an internal criteria for evaluation team to assess overall whether the offer meets the eligibility criteria. Insert 1 for "Pass" and 0 for "Fail"

**2.4 Section 4. Evaluation Criteria - Qualifications**

**\*1. History of non-performing contracts**

Provide history of non-performing contracts that did not occur as a result of contractor default within the last 3 years.

Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, 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 Employer's decision was overruled by the dispute resolution mechanism.

**\*2. Litigations**

No consistent history of court/arbitral award decisions against the bidder for the last 3 years.

**\*3. Relevant Experience**

Indicate the number of years of relevant experience of the Company.

The company must have at least [5] years of relevant experience.

Attachments:

File Name or URL	Type	Description
Section 4- Evaluation Criteria	File	

**\*4. Recent Experience**

Indicate the number of contracts of similar nature and complexity implemented over the last [5] years.

Provide information on such contracts as per the template/form provided.

For JV/Consortium/Association, all parties cumulatively should meet requirement.



Bidder must provide at least [2] recent contracts.

Attachments:

File Name or URL	Type	Description
Section 4- Evaluation Criteria	File	

Target: 2

**\*5. Financial standings - Liquidity**

The ratio average current assets/Current liabilities over the last years must be equal of greater than 1. Bidders must include audited balance sheets covering the last 3 years. Indicate the average ratio

*Response attachments are required.*

**\*6. Financial Standing - Turnover**

Bidder should have annual sales turnover of minimum [US\$100,000] for the last 3 years. Please provide average turnover amount for the last 3 years in US\$\_\_\_\_\_

**Please review the below attachments:  
Section 4- Evaluation Criteria**

Attachments:

File Name or URL	Type	Description
Section 4- Evaluation Criteria	File	

*Response attachments are optional.*

**I-1. Overall Qualifications Criteria**

This is an internal criteria for evaluation team to asses and determine whether bidder meets overall the qualifications criteria. Insert 1 for "Pass" and 0 for "Fail"

**2.5 Section 5. Technical Evaluation Criteria**

**\*1. Technical offer and specifications**

Goods/works/services offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section 5: Schedule of Requirements

**Please review the below attachments:  
Section 5a- Schedule of Requirement / Bill of Quantities  
Section 5b- Other Related Requirements  
ITB Returnable Forms (Form E - Technical Bid), Offer to Comply with Other Conditions and Related Requirements indicated in Form E.**

-

Attachments:

File Name or URL	Type	Description
Section 6- ITB Returnable Forms	File	



Section 5a- Schedule of Requir	File	
Section 5b - Other Related Req	File	

*Response attachments are optional.*

**\*2. Delivery Requirements**

The bid is substantially compliant with the minimum Delivery Requirements included in Section 5: Schedule of Requirements and do not contain any material deviation(s).

Attachments:

File Name or URL	Type	Description
Section 5a- Schedule of Requir	File	
Section 5b - Other Related Req	File	
Section 6- ITB Retunable Forms	File	

*Response attachments are optional.*

**I-1. Overall assessment of technical offer**

This is an internal criteria for evaluation team to assess and determine whether bidder meets the overall technical requirements.



### 3 Lines

Instructions Total bid Price - **Supply, Delivery and Installation of a Broadcast System**

#### 3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-Total Bid Price - Supply , Delivery of Broadcast System ( DAP, Damazine – Blue Nile State)	52161600		Ea	Ea			