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# INVITATION TO BID

## Rehabilitation of Rawa Specialty Dental Clinic – Anbar Governorate, Iraq

ITB No.: **ITB-016/20**

Project: **FFIS**

Country: **IRAQ**

Issued on: 9 February 2020

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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
  - o Form G.1: Template for Bid Security Confirmation
  - o Form H: Performance Security
- Annex A – Drawings
- Annex B – BOQ in Excel (attached separately)
- Annex C – Technical Compliance Sheets
- Annex D – Schedule of Requirements and Technical Specifications
- Appendix 1 - Instructions manual for use of the e-Tendering system by suppliers

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

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

**Mandatory:** Site Visit Date and Time:

Location: Rawa Specialty Dental Clinic, Anbar Governorate – Iraq

GPS : 34.4807575 : N, 41.9212292 : E

Date & Time: Monday 17 February 2020 between 10:00 AM until 12:00 PM (Iraq Time)

Focal Person: Eng. Alaa Naji Abd Aljaleel

Mobile: 0782 348 0804

E-mail Address: [alaanaji.civil1994@gmail.com](mailto:alaanaji.civil1994@gmail.com),

**Please notice that the site visit is mandatory. If the bidders will not attend the site visit, their submission will not be considered for further evaluation.**

If you need further information, please feel free to contact the following:

Focal Person in UNDP: Anwar-ul-Haq, Procurement Analyst


Address: UNDP, Iraq

E-mail address: [anwar.ul.haq@undp.org](mailto:anwar.ul.haq@undp.org)

You may acknowledge receipt of this ITB 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:



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Name: Anwar-ul-Haq

Title: Procurement Analyst

Date: **February 9, 2020**

Approved by:



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Name: Piero Emanuele Franceschetti

Title: Head of Service Center

Date: **February 9, 2020**



## 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 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
<b>ELIGIBILITY</b>		
<b>Legal Status</b>	Vendor is a legally registered entity.	Form B: Bidder Information Form
<b>Eligibility</b>	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
<b>Conflict of Interest</b>	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
<b>Bankruptcy</b>	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
<b>Certificates and Licenses</b>	<p>Certificate of Registration of the business; including Articles of Incorporation, or equivalent document if Bidder is not a corporation.</p> <p>Note: The Bidders that are not registered with the Ministry of Trade in Iraq, shall be required to obtain the permission from the concerned Government authorities to conduct construction activities in Iraq; if they are awarded any contracts.</p>	Form B: Bidder Information Form
<b>QUALIFICATION</b>		
<b>Minimum Qualification</b>	Minimum 2 contracts of similar nature project for rehabilitation/construction/reconstruction of Hospitals / Dental	Form D: Qualification Form

	<p>Clinics) successfully implemented over the last 7 years.</p> <p>Minimum one of above indicated contracts equals or above USD\$350,000 successfully implemented during the last 7 years.</p> <p>For JV/Consortium/Association - the Lead party must meet the requirement of minimum 1 project similar in nature rehabilitation/construction/reconstruction of Hospitals/Dental Clinics successfully implemented with minimum value of USD\$350,000.</p>	
<b>History of Non-Performing Contracts<sup>1</sup></b>	Non-performance of a contract did not occur as a result of contractor default for the last 3 years.	Form D: Qualification Form
<b>Litigation History</b>	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
<b>Previous Experience</b>	List and value of projects performed for the last 7 years, plus client's contact details who may be contacted for further information on those contracts	Form D: Qualification Form
	Statement of Satisfactory Performance from the Top two (2) Clients on similar works "rehabilitation/construction/reconstruction of Hospitals/ Dental Clinics" completed during the last 7 years.	Form D: Qualification Form
<b>Financial Standing</b>	<p>Minimum annual turnover of US700,000 in any single year.</p> <p>Submit Latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past five years (2014-2015-2016-2017-2018). (The bidders having completed Audited financial statement for 2019 can also submit the Audited statement which will be considered for evaluation)</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i></p> <p>UNDP shall verify the financial capacity of the bidder and has the authority to seek references from concerned parties &amp; banks on the bidder' financial standing.</p> <p>UNDP had the right to reject any bid if submitted by a contractor</p>	Form D: Qualification Form

<sup>1</sup> 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 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.