

RFQ/LBY/SLCRR/2020/042 - REQUEST FOR QUOTATION (RFQ)
(Works)

Implementation of New HVAC System at the Animal House Building, Medicine Faculty, Benghazi- Libya	DATE: May 5, 2020
	REFERENCE: RFQ/LBY/SLCRR/2020/042

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 May 2020 at 14:00 hours** Tunis, Tunisia time, ref. www.greenwichmeantime.com and via email at tenders.ly@undp.org.

An organized site visit, subject to government movement restrictions, is arranged on 11th May 2020, at 11:00 hours, Libya time, at below mentioned place.

- The animal house building is located in the south part of Benghazi in Alhawari citizen overlooking the third ring road and right beside the medical center of Benghazi
- Coordinates of the animal house: 32°04'32.9"N 20°06'12.9"E

Focal Person(s): Fayeza Saied, Mobile No. +218926421303

Quotations submitted by email must be limited to a maximum of 10 MB, 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	The animal house building is located in the south part of Benghazi in Alhawari citizen overlooking the third ring road and right beside the medical center of Benghazi. Coordinates of the animal house: 32°04'32.9"N 20°06'12.9"E
Preferred Currency of Quotation	United States Dollars (US \$)
Site visit	An organized site visit is arranged for 11th May 2020, at 11:00 hrs (Libya Time) Focal Person(s): Fayeza Saied, Mobile No. +218926421303
Period of Validity of Quotes	<u>120 days</u> - commencing on the submission date 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%

Performance Security	<p>Required: In lieu of Performance security, contract will be subject to a deduction of 10 % (TEN) percent of the amount accepted for the payment as security deposit from all progressive payments.</p> <p>This amount will be kept as Retention to cover the Defect Liability period* of 6 months after Contract completion date. Retention amount could be replaced with the Bank Guarantee issued by reputable International Bank.</p> <p>a. The proceeds of the Performance Security shall be payable to UNDP as a compensation for any loss resulting from the Contractor's failure to complete its obligations under the contract.</p> <p>b. Upon successful completion of Defect Liability Period of 6 months and upon issuance of completion certificate, UNDP will release retention money to the Bidder.</p> <p>* Retention Defect Liability is instrument to cover any defects that are discovered or raised in the normal course of usage within 6 months after the works/goods have been put into the service</p>
Quotation shall include the following:	<p>a. <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>b. <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). The evidence (documents) must be translated into English language.</p> <p>c. <u>Copies of Contracts and Completion Certificate</u> of two similar contracts as prime contractor.</p> <p>d. <u>List of proposed personnel with CV's</u> showing relevant experience and qualification.</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. <u>Signed/stamped Annex 2 & 2A</u> (FORM FOR SUBMITTING SUPPLIER'S QUOTATION – Annex 2) and (BILL OF QUANTITIES – Annex 2A)</p>
Evaluation method to be used in selecting the most responsive Bid	Lowest priced offer of technically qualified/responsive quotation

Evaluation Criteria	<ol style="list-style-type: none"> 1. Minimum of 3 (three) years of experience in construction. 2. The company should have completed as prime contractor at least two (2) similar contracts (Mechanical works and HVAC systems installation), with the contract value not less than USD \$55,000 for each contract. Copies of contracts and completion certificates (handover of work) have to be provided. The supporting documents must be translated into English language. 3. Qualification and suitability of the key personnel proposed for the contract including their previous experience with same type of assignment: <ul style="list-style-type: none"> • Mechanical Engineer /Project Manager - shall have a University Degree in Mechanical Engineering and minimum of 5 years of experience of work of an equivalent nature • Electrician – Certified 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. 4. Submission of Implementation Timeline/Meeting the works completion deadline of 60 days. 5. Acceptance of General Terms & Conditions for Civil Works.
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	<u>English</u> Documents provided in other languages must be translated into English
Deadline for the Submission of Quotation	On or before 20 th May 2020 at 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	<p>Scope of Works (Annex 1)</p> <p>Form for Submission of Quotation including the BOQ (Annex 2 & 2 A)</p> <p>Compliance Sheet (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/2020/042</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>
Other Information Related to the RFQ	<p>UNDP has zero tolerance for fraud and corruption, meaning that UNDP vendors are not to engage in fraud or corruption. Vendors engaged in fraud and corruption will be subject to sanctions. Fraud includes the submission of fraudulent or misrepresented documents, such as bid securities and financial statements.</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/procurement/business/protest-and-sanctions.html>



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 black ink, appearing to be 'Atiqullah Said'.

Head of Service Centre
UNDP Libya

SCOPE OF WORK

IMPLEMENTATION OF NEW HVAC SYSTEM AT THE ANIMAL HOUSE BUILDING, MEDICINE FACULTY, BENGHAZI - LIBYA

1. STRENGTHENING LOCAL CAPACITIES FOR RESILIENCE AND RECOVERY – SLCRR project

“Strengthening Local Capacities for Resilience and Recovery” is a multi-phase, multi-year project that is directly implemented by UNDP Libya and funded mainly by the European Union.

The second phase aims at enhancing provision of basic services at local level and increasing access for most vulnerable groups from host communities – including Internally Displaced Populations (IDPs) and returnees – as well as migrants and refugees. This second phase is implemented in close cooperation with the Ministry of Local Governance, Municipalities, UNICEF and Italian Agency for Development Cooperation (AICS).

To respond to the many challenges people in Libya are facing, UNDP approach is to help the local authorities to restore security, essential services delivery and livelihoods opportunities putting the country on a more robust development path.

2. PROJECT BACKGROUND

a. Project description

This project title is “*Implementation of new HVAC for animal house building at the medicine faculty of Benghazi University*”. The animal house building is part of the medicine faculty complex and has its importance for the medicine faculty that comes from the fact that surgery department students need to apply theories and experiments physically.

This building consists of one floor with a total area of 790 m² which consists of a number of animal's incubators, laboratories, lecture halls and corridor.

Direct beneficiaries

The number of students benefiting from the building more than 400 students annually.

3. LOCATION

The animal house building is located in the south part of Benghazi in Alhawari citizen overlooking the third ring road and right beside the medical center of Benghazi

Coordinates of the animal house: **32°04'32.9"N 20°06'12.9"E**

4. CONSTRUCTION DESCRIPTION

Structural System of the building: Reinforced concrete foundations, columns, beams and slabs.

Walls: Concrete hollow block. Type of HVAC: ceiling Concealed Duct Split Units on total area 769 m²

5. WORKS ON BRIEF

The construction of the project includes preparation works, Concealed Duct Split Units (indoor & outdoor units), Piping works, Duct works and Electrical works. Below are the important and summary of the required construction works, for more detail refer to BOQ, the work shall include but not limited to the following:

HVAC SYSTEM

Supply and installation of fresh air units with the condensing units of the air-cooled type, designed for use with refrigerant R-410 A for cooling and heating. 22.00 KW (1680) m³/hr.

Supply and installation of ceiling Concealed Duct Split indoor and outdoor with different capacities (10 kW and 7.10 kW).

Supply and installation of Heat Recovery Ventilation Unit with capacity of 1000 m³/hr.

Supply and installation of exhaust fans for animals' incubators with capacity of 2200m³/hr.

PIPING WORKS

Supply and install copper pipes with insulation.

Supply and installation Y JOINT for copper pipes

DUCT WORKS

Supply and install slot diffusers of 120*10 CM

Supply and install Diffusers of 60*60 CM

Supply and install flexible ducts of 200mm diameter

Supply, manufacture and installation of galvanized ducts type G90

Supplying and install thermal insulation for air duct

ELECTRICAL WORKS

Connecting the outdoor unit with indoor units and required capacity of main distribution board, wires of the units, earthing and all necessary electrical components for indoor and outdoor units

TESTING AND COMMISSIONING

The HVAC system in the building shall be testing and commissioning in compliance with the specification and relevant standards.

6. DURATION OF THE PROJECT

60 Calendar days.

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/2020/042 - Implementation of New HVAC System at the Animal House Building, Medicine Faculty, Benghazi- Libya.**

Description:	Total (US\$)
Total work for Implementation of New HVAC System at the Animal House Building, Medicine Faculty, Benghazi- Libya. (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.

We declare that the firm/company or individuals employed by the firm/company are not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.

Company Name: _____

Contact Person: _____

Position: _____

Email: _____

Mobile Number: _____

Address: _____

Authorised Signature & Stamp: _____ Date: _____

BILL OF QUANTITIES

Description: Implementation of New HVAC System at the Animal House Building, Medicine Faculty, Benghazi- Libya
RFQ Reference Number: RFQ/LBY/SLCRR/2020/042

REF	Description	Unit	Quantity	Unit Price	Total Price
A	Dismantling and Preparation Works				
A1	Dismantling, removing and disposing off of existing metal ducts, complete along with its Diffusers, dampers and insulation as per supervisor Engineer's instructions.	LS	1		
B	Fresh air units				
B1	Supply and installing of ceiling concealed duct split units, which supply 100% purified fresh air complete, but not limited with condensing coil, DC inverter compressor, condenser fan motors, condenser fans, control panel, valves, all protective devices, anti-vibration mountings, electrical isolators. The condensing units shall be of the air-cooled type, designed for use with refrigerant R-410 A for cooling and heating, with capacity of 22.00 KW (1680) m ³ /hr. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions. See attached compliance sheet.	No	2		
	Duct Split Units				
C	Supply and installation of ceiling concealed ducting split indoor complete with outdoor units and all electrical components, connections, accessories and hangers. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions. See attached compliance sheet				
C1	ceiling concealed type 10.00 KW	No	4		
C2	ceiling concealed type 7.10 KW	No	2		
D	Heat Reclaim Ventilator				
D1	Supply and installation of VAM (Heat Recovery Ventilation Unit) 1000 m ³ /hr capacity. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions. See attached compliance sheet	No	1		
D2	Supply and installation of exhaust fan for animals' incubators with capacity 2200m ³ /hr. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions. See attached compliance sheet	No	2		
D3	Supply and installation of wired remote control	No	9		
E	Piping Works				

E1	Supply and installation of copper pipes with insulation and all required works. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions.	LM	156		
E2	Supply and installation of Y JOINT for copper pipes	No	15		
F	Duct works & accessories				
F1	Supply and install slot diffusers of 120*10 cm are made of high quality aluminum in white color with all accessories.	NO	24		
F2	supply and installation Diffusers of 60*60 cm are made of high quality aluminum in white color with all accessories.	NO	35		
F3	Supply and installation of flexible ducts of diameter Ø200 mm, with all accessories according to the technical specifications and including all necessary to finish the work. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions.	LM	150		
F4	Supply, manufacture and installation of galvanized ducts type G90 complete with accessories, flanges and according to SMACNA standard specifications. The item includes all necessary to finish the work. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions.	m²	125		
F5	Supplying and installing thermal insulation for air ducts of aluminum-coated glass wool (at least 18 kg / m³, thickness of not less than 2.5 cm complete with all accessories and item, included all necessary to finish work. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor engineer instructions.	m²	125		
G	Testing and commissioning				
G1	Testing and commissioning the HVAC system in the building in compliance with the technical specification and as per supervisor Engineer's instructions.	LS	1		
H	Electrical works				
H1	Electrical works shall include inter connecting the outdoor unit with indoor units and required capacity of main distribution board, wires of the units, earthing and all necessary electrical components for indoor and outdoor units. All in accordance to technical specifications, shop drawings submitted by the Contractor and approved by the consultant Engineer and as per supervisor Engineer's instructions.	LS	1		
	TOTAL ... USD				



Annex 3

Compliance Sheet

Attached



Annex 4

UNDP General Conditions of Contract for Civil Works

Attached