Empowered lives.
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Invitation to Prequalification (ITP) for Construction Works

Date: 19 January 2021

Ref: PREQ/UNDP/FJI/003/2020 –
Tuvalu Coastal Adaptation Project

On behalf of the UNDP Fiji, the Procurement Service Unit hereby invites capable and experienced construction firms/companies to submit a prequalification application (PREQ) for construction works under the Tuvalu Coastal Adaptation Project (TCAP).

Tuvalu is the fourth smallest nation in the world. With an average elevation of 1.83m, Tuvalu is one of most vulnerable countries in the world to be impacted by climate change particularly sea-level rise and the possibility of intensifying storm events. Such impacts negatively affect the wellbeing of communities and long-term sustainable development aspirations.

In response to this increasing challenge, the Government of Tuvalu (GoT) and the Green Climate Fund (GCF) have jointly committed for the 'Tuvalu Coastal Adaptation Project' which will build coastal resilience in three of the country's nine islands; Funafuti, Nanumea and Nanumaga. The primary objective of the TCAP project is to provide improved climate resilience to the exposed high value shoreline of those islands. The coastal protection measures have been designed in a way that provides unhindered support to the existing reef mediated beach processes with hard (terminal) coastal protection only constructed as necessary.

The largest component of the project is an approximate 250,000m^3 land reclamation on the lagoon shore of Funafuti. The coastal protection works to be undertaken on the 2 outer islands (approximately 500km to the north west) are predominantly described by Berm Top Barriers along their populated shores, details of each are provided below:

Funafuti - Approximately, 250,000m^3 of sand aggregate fill is required for the proposed reclamation. The reclamation will be filled to a height at least 2m above the highest astronomical tide at Funafuti. The surface will be sloped to ensure good drainage and will have a natural raised berm and buffer at the seaward edge. The reclamation will be bunded on its seaward face with a combination of Geotextile mega containers (approximately 5m in diameter and up to 20m in length) and smaller 2.5m^3 geotextile synthetic containers (GSC) used to protect the integrity of the mega containers. The reclamation work is distributed over approximately 17.5 acres (710m length x 100m wide) of the lagoon shore of Funafuti. The reclamation will incorporate a small boat harbor at its northern end and drainage channels at each extremity.

Nanumea – BTB (Berm Top Barriers) will be constructed to protect approximately 1.4km of shoreline adjacent to the main village and important infrastructure. The sand aggregate material to build the BTB's (approximately 4,700m^3) can be safely sourced from storm deposits (TC Pam [2015] and TC Tino [2020]) available at the southern extremity of the island. A concrete Seabee revetment will also be constructed at the site of the church compound to replace the old revetment.

Nanumaga - BTB will be constructed to protect approximately 700m of shoreline adjacent to the main village and important infrastructure. The approximately 2,500m^3 of sand aggregate required to build

the BTB's can be safely sourced from the storm deposits (TC Pam [2015] and TC Tino [2020]) available at the northern extremity of the island. Finalization of the coastal protection option for a 120m area adjacent to the boat channel/church compound on Nanumaga is currently being undertaken, however is expected to be a soft engineering approach in line with the funding conditions of the GCF loan.

More information about TCAP and scope of planned construction works is attached in ***Annex 2***.

Prequalification Application Process

1. Interested companies and/or Joint Venture/Consortium/Association must fill in the UNDP Prequalification Application and submit relevant documentation/information as to demonstrate that they are eligible and qualified to perform construction services/works as described above.

2. UNDP reserve the right to pre-qualify between 4 to 6 top ranked applicants, that obtain high scores for further RFP invitation.

3. Completed applications as per the requirements should be submitted electronically via **UNDP e-Tendering System** before or on **12:00 AM (New York), on 10 February 2021 at** below link:

   https://etendering.partneragencies.org
   BU Code: **UNDP1**; Event ID: **0000008322**

   Applicants may attach PDF files only. File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. All files must be free of viruses and not corrupted.

4. At any time prior to the deadline for submission of the Prequalification Document, UNDP may, for any reason, whether at its own initiative or in response to a clarification requested by Applicants, modify the Prequalification Application and its attachments by amendment, including through provision of supplementary information. The amendment will be posted in the UNDP e-Tendering System.

5. Should you require clarification or additional information, please write to pso.bids@undp.org no later than 5 work days before the closing date. Answers to questions/inquiries will be posted on the UNDP e-Tendering System. However, any delay in providing such information will not be considered a reason for extending the submission date of PREQ.

6. Completion of the Prequalification Application and submission of relevant documentation is compulsory as indicated in the Qualification Requirements section. Applications with incomplete submissions shall be disregarded.

7. This PREQ includes the following documents:

   Section 1: This Letter of Invitation
   Section 2: Instructions to Applicants
   Section 3: Qualification Requirement
   Section 4: Applicant's documents for qualification evaluation
   Annex 1 – Prequalification Criteria and Requirements
   Annex 2 - Technical Specification
   Annex 3- Application Submission Forms

Yours sincerely,
Bakhtiyor Khamraev
Team Lead, Procurement Service Unit

Section 2: Instructions to Applicants

In addition to the essential guidance/instruction (provided through the cover letter) vis-à-vis application for the PREQ, the following are also to be considered during the submission.

2.1 Objectives and methodology of prequalification

This PREQ is to qualify applicants interested in bidding for the TCAP construction works. The Prequalification procedure is aimed at identifying qualified Applicants for the next stage of the procurement process based upon their expertise, financial and technical capacity, and experience in construction in **remote undeveloped atoll islands. The Applicants must obtain minimum of 60 % (i.e., 60 points out of maximum total score of 100 points to be prequalified and considered for the RFP stage. UNDP reserve the right to pre-qualify between 4(four) to 6(six) top ranked Applicants, including 2(two) applicants as a reserve. Should any of applicants decides to withdraw its participation after RFP issuance, UNDP reserves the right to add reserved applicant(s) in the RFP process. UNDP will notify all Applicant(s) in writing on the outcome of the ITP (i.e., Prequalified, Reserve or Unsuccessful) and their status. Please refer to Section B for further details.**

2.2 Eligible Applicants

An applicant shall be a legal entity (Joint Venture/Consortium/Association[1] or single entity). Physical persons are not eligible to apply in their individual capacities. One of the members of the JV firm shall be the lead member of the JV. In case of a Joint Venture/Consortium/Association, the lead partner cannot be a physical person.

Applicants should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the UNDP to provide consulting services for the preparation of the design outlines, and other documents for TCAP construction works. Any such association may result in the disqualification of the application.

Applicants should demonstrate that they have carried out construction works of similar nature (i.e. **remote undeveloped atolls island with small community)**, size, and complexity similar to TCAP with at least 3 high value contracts of minimum USD 15 million per contract within the past 5 years and each key personnel having minimum of 10 years of professional experience

2.3. Composition of the Application

The Application set is provided in ***Annex 3*** and comprises of the following:

- Application Submission Form (plus JV Declaration, if applicable)
- Form 1: Application Information Sheet
- Form 2: Joint Venture/Consortium/Association Declaration
- Form 3: History of Non-performing Contracts
- Form 4: Financial Information
- Form 5: Financial Resources
- Form 6: Average Annual Construction Turnover

[1] business entity created by two or more parties, generally characterized by shared ownership, shared returns and risks, and shared governance and can be a temporary partnership for the purpose of carrying out a particular project.

- Form 7: Similar Construction Experience
- Form 8: Information about key-experts of the Applicant
- Form 9: Curriculum vitae of key-experts
- Form 10: Information about Subcontractors
- Form 11: Information about Applicant's access to heavy machinery and equipment (including marine vessels spread) for performing the construction works
- Form 12: Information about Applicant's ongoing activities/contract

2.4. Preparation of Applications

The Applicant shall bear all costs associated with the preparation and submission of its application. UNDP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

2.5. Language of Application

The application prepared by the Applicant and all correspondence and documents relating to the application exchanged by the Applicant and UNDP shall be in the **English** language.

2.6. Procedures for Evaluation of Applications

2.6.1 Clarification

To assist in the evaluation of applications, UNDP may, at its discretion, request in writing any Applicant for a clarification of its application which shall be submitted within a stated reasonable period of time. If an Applicant does not provide clarifications of the information requested by the date and time set in UNDP's request for clarification, its application may be rejected.

2.6.2 Evaluation of Applications and identification of prequalified Applicants

2. 6.2.1 Pre-qualification will be based on the minimum requirements and the minimum score to be obtained by an applicant. Applicant should demonstrate their relevant experience, personnel, marine vessel, other equipment capabilities and strong financial position.

2.6.2.2 Sub-contractors' sole experiences and resources shall not be considered in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture/Consortium/Association experience & resources shall be considered instead.

2.6.2.3 The factors, methods, criteria, and requirements for the evaluation are defined in ***Annex 1 - Qualification Criteria and Requirements***.

2.6.3 Reference Check

2.6.3.1 UNDP reserves the right to request independent financial rating/statements such as D&B rating from the Applicants.

2.6.3.2 UNDP will carry out the verification of accuracy, correctness and authenticity of the information provided by the Applicants.

2.6.3.3 Inquiry and reference checking with the clients, on the quality of performance on ongoing or previous contracts completed, that may have done business with the Applicant.

Section 3: Qualification Requirements

The minimum qualification requirements are as below. For details on the evaluation methodology and scoring awarded, refer to **Annex 1 - Qualification Criteria and Requirements**.

3.1 General Experience

Minimum Requirements for Applicant's general experience

3.1.1 Applicant successfully executed at least 3 high value contracts of minimum USD 15 million per contract within the past 5 years. The contracts should be related to public and industrial structures for coastal protection works. The works should be completed and commissioned. The Applicant shall submit the client's signed reference letter.

3.1.2 Applicant executed at least one contract similar in nature to TCAP, i.e. related to coastal adaptation in remote undeveloped islands or the Pacific. The works shall be completed and commissioned.

a. Provide details of similar projects involving construction of coastal protection works with project referees and client's signed reference letter
b. Demonstration of company track record delivering on time, within scope and budget, and to client satisfaction.
c. Detail of all sub-contracting arrangements

3.1.3 Applicants to provide description of their expertise and experience by:

a. Demonstrated understanding of construction works in remote Pacific islands (excluding developed nations such as Australia, New Zealand) with small communities, including opportunities, challenges, and risks.
b. Experience working with aid-funded projects and delivering broader environmental and social outcomes.
c. One case study that demonstrates the above skills and experience.

3.2 Personnel Capabilities

Requirements for Applicants Personnel

3.2.1 The Applicant (in case Joint Venture/Consortium/Association, the Lead Company) is able to perform in-house not less than 70% of total scope of works, subcontracting not more than 30% of total scope of works.

3.2.2 The Applicant, as a minimum, must provide the following team of key-experts, with minimum requirement of 10 years of professional experience in management of construction works of at least 2 high value contracts.:

- Project manager
- Dredge operator
- Environmental manager
- Quality manager
- Health and Safety manager
- Site construction superintendent/supervisor for marine and civil works at each location in Funafuti, Nanumea and Nanumaga

a. CVs shall outline the relevant experience, qualifications and time commitment of key personnel that will work on this project.

b. Provide description of approach to communication, relationship building with the client to ensure successful project delivery.

3.3 Equipment Capabilities

Requirements for Applicants Equipment capabilities

3.3.1 The Applicant has indicative list of construction equipment for performance of works described in Technical specifications (Annex 2).

3.3.2 Applicants should show how they will provide redundancy should equipment malfunction/fail.

3.4 Financial Position

Requirements for Applicants business activities and financial capacity

3.4.1 Applicant's average annual turnover for the past three financial years (2017, 2018, 2019) in the field of construction should be not less than 30 mil USD.

3.4.2 The Applicant satisfies the following financial stability requirements:

- Quick liquidity (current assets-stock/current liabilities) not less than 1.
- Gross Profit Ratio not less than 0.1.
- The Applicant shall demonstrate that they have access to, or has available, unencumbered liquid assets, lines of credit, and other financial means sufficient to meet the construction cash flow for a period of 2 (two) months, estimated as USD 5,000,000 equivalent, net of the Applicant's commitments for other contracts.

3.5 Period of validity of Applications

Applications must remain valid for a period of at least 6 months after the deadline for submission of applications. Any application valid for a shorter period will be rejected. UNDP may, before the period of validity expires, request that Applicants extend the validity of application for a specific period.

Section 4: Applicant's documents for qualification evaluation

Applicant must submit the following documents for evaluation

4.1 Copy of entity establishment documents (statutory documents), providing information about founders, place of registration, management, types of business activities in accordance to ***Form 1***.

4.2 Copy of the Taxpayer Certificate issued by the State Revenue Service or other relevant agency.

4.3 The copies of unconsolidated audited financial reports (Balance sheets and Profit and Loss statements, Auditors' Report) for the latest three complete financial years in accordance with ***Form 4*** and ***Form 5***.

4.4 Certified by Applicant the list of completed construction contracts executed by Applicant during last 5 years in accordance with ***Form 7***. For these contracts, the Applicant must submit copies of either deeds of works acceptance, or reference letters signed by Clients.

4.5 Information about Subcontractors in accordance with ***Form 10.*** For each nominated Subcontractors, the Applicant must submit the duly signed Letter of Intent expressing the intention to perform the specified scope of subcontract services if the Contact is granted to the Applicant.

4.6 Certified by Applicant and Subcontractor the list of completed contracts for reconstruction or construction of public facilities for the last 5 years in accordance with ***Form 10.*** For these contracts, the Applicant must submit reference letter(s) signed by a client.

4.7 List of experts' positions suggested in accordance with ***Form 8.***

4.8 Curriculum vitae of the proposed experts following ***Form 9.***

4.9 List of suggested vessels spread equipment and machinery in accordance with ***Form 11***. The list shall contain all the resources available and accessible to the Applicant and which to fulfill the project.

4.10 Information on Applicant's ongoing activities/contracts shall be furnished in accordance with ***Form 12***.

4.11 Copy of certification of compliance to ISO 9001:2008 (the coverage of the certificate should correspond to the specifics of the procurement) or its equivalent issued by relevant recognized authority.

4.12 Copy of certification of compliance ISO 14001:2004 or its equivalent issued by relevant recognized authority.

4.13 Copy of certification of compliance ISO ISO45001:2018 or its equivalent issued by relevant recognized authority.

Annex 1 – Evaluation of the Applications.

A. Administrative Compliance

Each criterion below will be evaluated on a pass/fail basis. If the application is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria. The application that passes the pass/fail evaluation will be considered for further evaluation as per next ITP Section B.

Subject	Criteria	Document Submission requirement
Legal Status	Legally established Joint Venture/Consortium/Association or single entity	Form 1- Applicant Information Sheet Form 2- Joint Venture/Consortium/Association Declaration
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or any other international Organization.	Application Submission Form
	Successfully executed and completed at least 3 high value contracts of minimum USD 15 million per contracts within the past 5 years	Form 7 – Similar Construction Experience
	The lead company (in case Joint Venture/Consortium/ Association) is able to perform in-house not less than 70% of total scope of works, subcontracting not more than 30% of total scope of works.	Form 10- Information about Subcontractor
	Key experts of minimum 10 years of professional experience in management of at least 2 high value contracts	Form 8- Information about key-experts of the Applicant
Conflict of Interest	No conflicts of interest in accordance with PREQ Section 2 clause 2.2.	Application Submission Form
Bankruptcy	Not declared bankruptcy, 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.	Applicant Submission Form
History of Non-Performing Contracts[2]	Non-performance of a contract did not occur as a result of contractor default for the last 5 years.	Form 3: History of non-performing contracts
Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 5 years.	Form 3: History of non-performing contracts

[1] 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.

B. Pre-qualification Evaluation

Overall marks in each category:

No	Category	Weightage/Marks
1.	General Experience	40
2.	Personnel Capabilities	20
3.	Equipment Capabilities	20
4.	Financial Position	20
	Total: (minimum passing score: 60 points)	**100**

Note:
Please refer to Section 2, item 2.1 for details on how the list of pre-qualified applicants will be utilized.

The maximum points awarded for each criteria and sub-criteria are as below:

1. General Experience

No	Description	Maximum Points
1.1	Provide details of projects of similar nature and complexity completed over last 5 years involving construction of coastal protection work in remote undeveloped islands, within the Pacific (outside Australia and New Zealand) or within small communities with project referees. • more than 3 high value contracts of USD 15 million each – 20 points • 3 high value contracts of USD 15 million each – 17 points • less than 3 high value contracts of USD 15 million – 0 points	20
1.2	Demonstrated company track record delivering on time, within scope and budget, and to client satisfaction.	5
1.3	Provide details of all sub-contracting arrangements	5
1.4	Demonstrated understanding of construction works in remote undeveloped islands, including experience working with aid-funded projects and delivering broader environmental and social outcomes.	10
	Sub-total	**40**

Personnel Capabilities

No	Description	Maximum Points
2.1	Minimum requirement of 10 years of professional experience in each of the key roles specified in Section 3, item 3.2.2 • more than 10 years of professional experience - 12 points • 10 years of professional experience – 8 points	12

	less than 10 years of professional experience – 0 points **Note:** To reach the total score, UNDP will use an average score approach for all CVs to be evaluated.	
2.2	Description of approach to communication, relationship building and collaboration with the client, local authorities, and stakeholders to ensure successful project delivery.	8
	Sub-total	**20**

2. Equipment Capabilities

No	Equipment Type and Characteristics	Maximum Points
3.1	The Applicant possesses the appropriate, functioning construction equipment to meet the requirements of works described in the Technical Specifications (Annex 2) or can access functioning equipment including construction equipment, dredging vessels/barges/boats.	20
	Sub-total	**20**

3. Financial Position

No	Description	Maximum Points
4.1	Financial ratio for last 3 years • Quick liquidity ratio > 1 (5 points) • Gross profit ratio > 0.1 (5 points)	10
4.2	Project Financing (i.e. Working capital, line of credit or other means of financing) sufficient to meet the construction cash flow for a period of 2 months • More than USD 5,000,000 net - 10 points • USD 5,00000 net - 7 points • Less than USD 5,000,000 net – 0 points	10
	Sub-total	**20**

Annex 2 – Description of works

1. Funafuti design details

The proposed TCAP reclamation will start from the northern boundary of Queen Elizabeth Park Reclamation (QEP) and extend to the northern Tausoua Beach groyne and Catalina Harbour. It will extend seawards to a similar extent as QEP and its overall dimensions will be approximately 710m in length x 100m wide giving a total area of approximately 7.1Ha (17.5 acres). The reclamation has the same approximate landward protrusion from the shoreline as the QEII reclamation (between 80m and 110m) as to not disrupt coastal processes along the shoreline. The widest section of the reclamation is in the center (almost 110m) which curves landward at both extremities.

Figure 1: Alignment of the Funafuti reclamation concept design

The maximum height of the reclamation is currently 3.4m MSL, approximately 1m above the preliminary design water level, 2m above HAT and approximately 0.5m above the crest level of the QEII reclamation bund. The highest elevation will be located at the lagoon end of the reclamation and will slope gently landward at a gradient of approximately 2%. A cross-section of the reclamation at chainage 400 (approximately halfway along the 770m reclamation length) can be seen on Figure 2 below. The total volume of reclamation material is approximately 250,000m^3.

In 1995, SOPAC surveyed the lagoon sand resource off Fogafale and estimated 24,000,000 m^3 was available for use in reclamation or land fill projects. The New Zealand funded "Borrow Pit Filling Project" recently dredged over 500,000m^3 without any negative impacts.

The presence of unexploded ordinance (UXO) have been found within the lagoon sediments as during WWII there were up to 174 vessels moored within the lagoon, with Funafuti being bombed on 9 separate occasions (JICA, 2011). Prior to the dredging work undertaken as part of the Borrow Pit and QEII Park reclamations, CSG Demining Consultants (CSG) conducted a Risk Assessment posed by Explosive Remnants of War (ERW). The key findings of the ERW Risk Assessment were that because there is minimal excavation required for the preparation and filling of the borrow pits, there is minimal potential for encountering ERW. The report found potential to encounter ERW during dredging operations and recommended the following:

- A suitable ERW Awareness Brief be provided to all project staff and visitors.
- Ground-intrusive activities on land be avoided, or if essential, minimised. If significant ground-intrusive activities must be conducted, an ERW clearance of the location is to be conducted.

- The dredge system include a screen on the dredge inlet, a bomb box with hydraulic door on the inlet pipeline and another bomb box on the outlet side of the dredge pipeline and deploy a UXO Technician for, at least, the first month of the dredging operation.

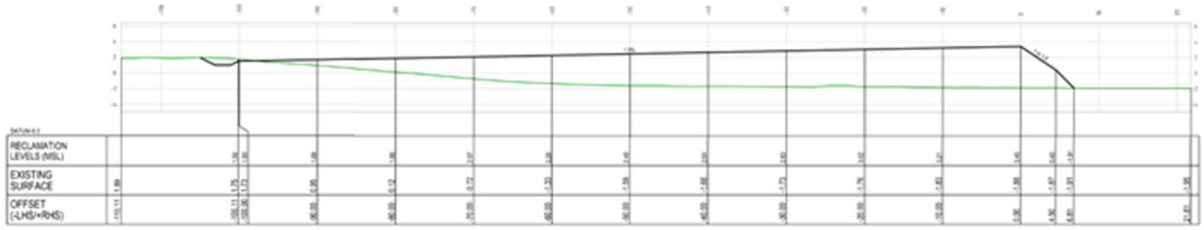

Figure 2: Cross-section through the Funafuti reclamation concept design at Chainage 400 (approximate mid-bund).

An open stormwater channel has been designed to drain surface flows from the reclamation. The channel is located at the approximate location of the vegetation line of the Vaiaku waterfront. The channel has been placed such that excess stormwater will also drain from the Vaiaku settlement and also capture flows from the QEII reclamation. The open stormwater channel has been designed to minimise the maintenance requirements culverts and pit/pipe infrastructure will incur. The channel will drain to the lagoon at each end of the reclamation; adjacent to the QEII reclamation and through the Catalina Harbor.

The reclamation will be bunded by a combination of geotextile mega container (GMC) used as the core of the bund and 2.5m^3 geotextile sand containers (GSC) used to protect the seaward face of the revetment. The GMC units have a diameter up to 5m and are up to 20m long when filled in-situ.

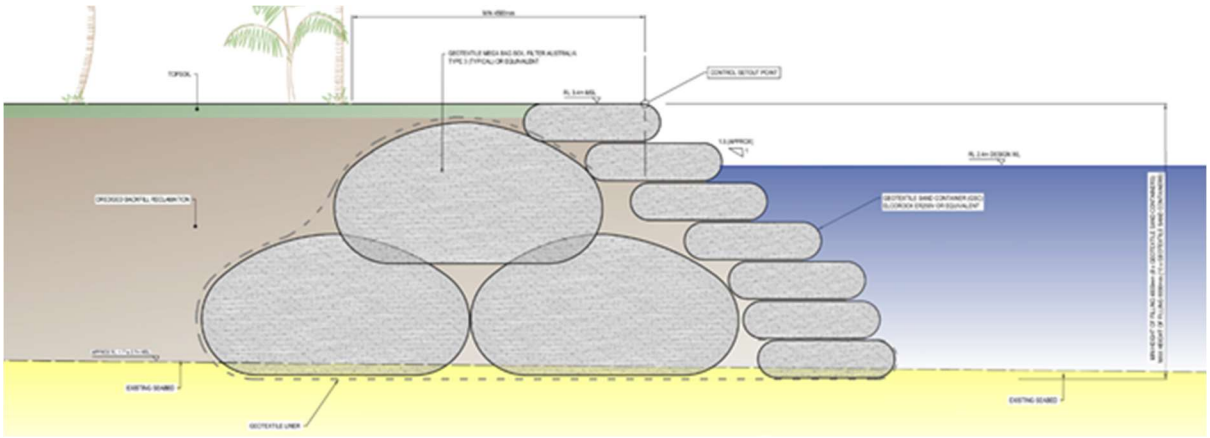

Figure 3: Concept design of GMC core/GSC revetment bund.

The eastern extremity of the reclamation terminates at the location of the Catalina Ramp. The concept design for the eastern bund is designed for the inclusion of a small boat harbour area, sheltered from the lagoon waves by a 30m long GMC core rock breakwater. The purpose of the boat harbour is to provide a protected all-tide access for smaller local fishing vessels to the shore and reclamation area. Having a designated all tide boat harbour will ensue that vessels do not moor on the reclamation bund possibly damaging GSC units with anchors or propellers. The area will also provide a meeting location for fishing vessels and trade. A modular floating dock system will be used to separate vessels from the geotextile bund.

An alternate material for the breakwater construction may be viable with the reuse of the rock on the eastern face of the QEII reclamation as well as the two groynes that lie within the reclamation footprint, seen in Figure 4 below. The rock appears to be igneous or metamorphic boulders (most probably basalt) with a mean diameter (D50) of around 1250mm, with boulders of up to 2000mm also

found. The approximate dimensions and estimated available volume of rock of each of the structures is provided in the table below. The rock is considered of high quality and from superficial inspection appears of suitable size (and density) for the expected wave climate within the lagoon to remain stable if used in a breakwater structure at this location.

The armouring of the boat harbour breakwater will be of reused rock material. It is still envisaged that the core of the breakwater consist of the geotextile mega containers. The rock will be sourced from the two groynes that lie within the reclamation footprint, (see below). The rock appears to be igneous or metamorphic boulders (most probably basalt) with a mean diameter (D50) of around 1250mm, with boulders of up to 2000mm also found. The approximate dimensions and estimated available volume of rock of each of the structures is provided in the table below. The rock is considered of high quality and from superficial inspection appears of suitable size (and density) for the expected wave climate within the lagoon to remain stable if used in a breakwater structure at this location.

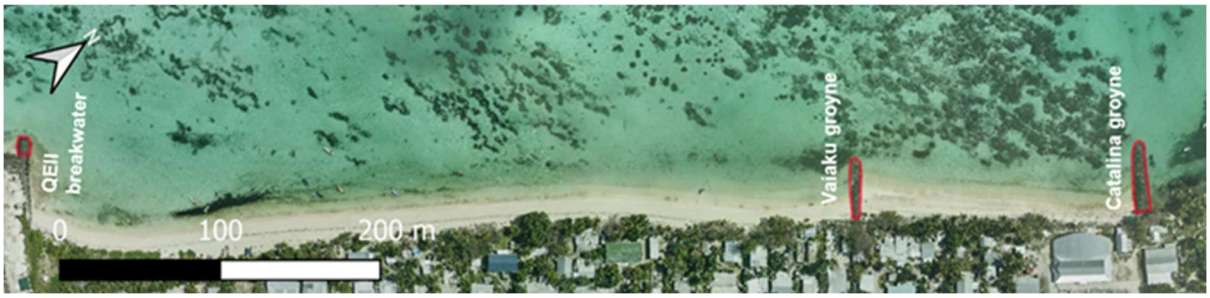

Figure 4: Rock sources for re-use: Vaiaku and Catalina groynes

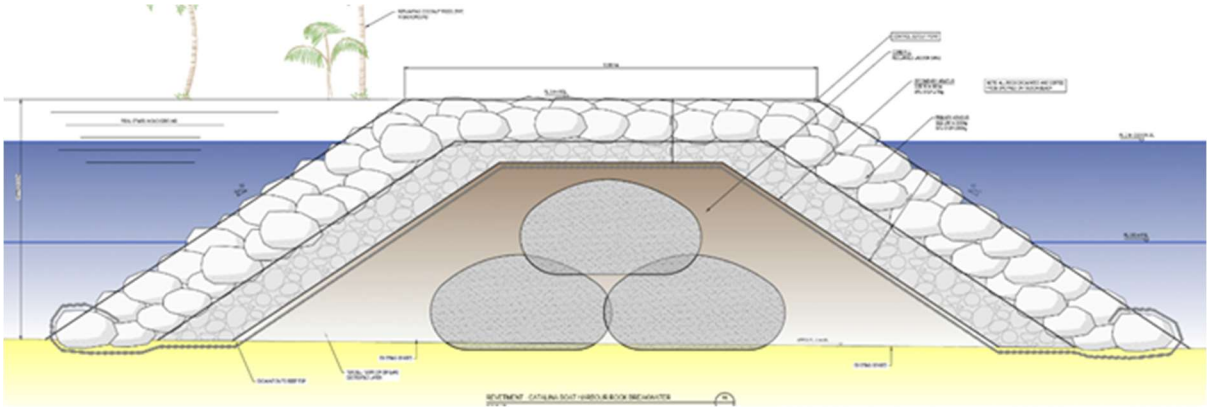

Figure 5: Geotextile mega-container core rock breakwater

2. Nanumaga design details

A Berm Top Barriers (BTB) are a relatively unused methodology throughout atolls and islands. They provide a more sustainable, working-with-nature approach that aligns with the natural island-building processes of these environments. A BTB is essentially a sloping sea dike. Sea dikes used widely throughout Northern Europe protect the land behind from flooding, with slopes gentler than 1V:5H, they can also provide additional amenity value. BTB have been proposed for the coastal protection works at Nanumaga, with the alignment of the 810m designed to follow the ridge of the storm berm on the west coast of the island, with small deviations made where the structure footprint will overlap key public and private infrastructure such as roads, houses or community buildings. A final design for the 120m stretch adjacent to the boat channel / church compound has not yet been finalized, however an assumption to continue the BTB can be made at this point in time.

The proposed BTB will not disturb or damage existing land, houses, or valuable vegetation. The BTB's will be planned to avoid any such obstacles and be planted with local vegetation following construction. Once vegetation is established the BTB's will be unobtrusive and will not obstruct foot traffic to the foreshore. Approximately 5,500m^3 of clean fill material is required to build the BTB's on Nanumaga. This material can be safely sourced from storm deposits available on the northern tip of the island, approximately 1.5km from the village center.

Figure 6: Proposed alignment of the Berm Top Barrier concept design and footprint on Nanumaga.

The proposed BTB's will be constructed from a single layer of geotextile mega-containers (GMC) placed end-to-end along the design footprint. The 20m long GMC is to be "keyed-in" to the surface layer of the storm berm by approximately 500mm with a layer of geotextile laying atop the exposed section. The whole structure is buried under replaced and locally sourced sand with slope angles as that of natural repose (30-35°). The slope will be revegetated with native vegetation and larger (palm or coconut) palms on the horizontal extremities of the works. The top of the BTB will have a 300mm thick, crushed coral footpath following the length of the structure.

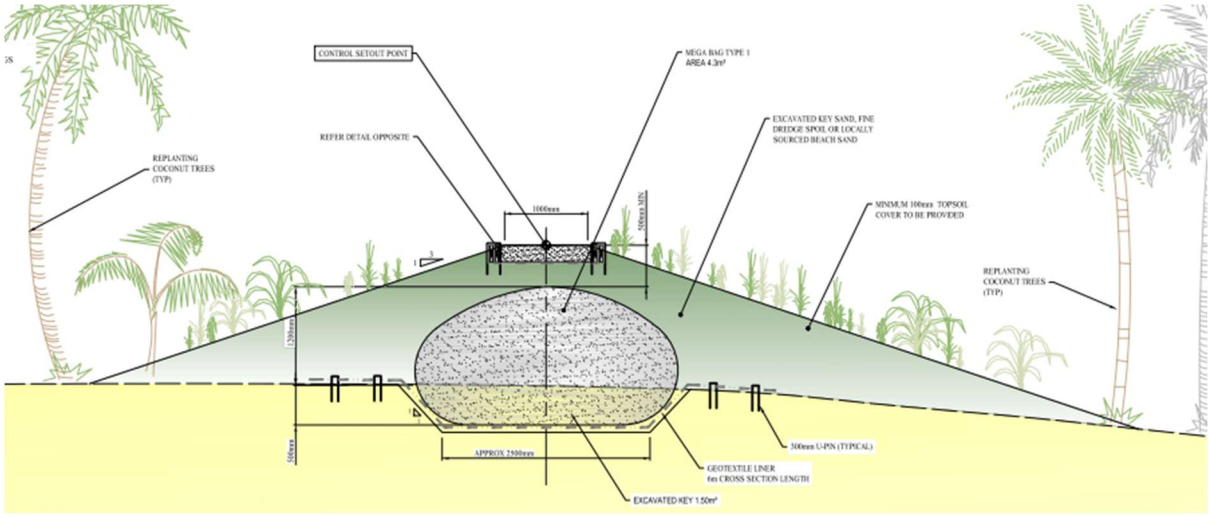

Figure 7: Profile view of BTB

Although individual contractors may approach the construction of the GMC BTB's differently, the methodology provided below is anticipated to be relevant to all construction approaches.
For the GMC BTB option the key equipment and plant required are as follows:

Equipment

- 20m long GMC units (up to 120 units across two islands)
- Geotextile fabric (approximately 2,000m x 5m across two islands)
- Excavator (20t—35t)
- Small excavator (10t)
- Cleaned beach sand fill (up to 18,000m^3 across two islands)
- Sediment graders and sieves
- Drag flow pump and approximately 200m of flexible pipes
- Generators
- Site facilities

Methodology

1. Landing craft or similar will supply materials and plant on the island. It is anticipated that the landing craft will 'beach ' itself on a suitable day (low wind/waves and small tidal range) on the reef flat, excavators will drive across the reef flat, local tractor/trailer will be used to traffic materials to site.
2. The 35t excavator will systematically stockpile cleaned beach sediment at current workface.
3. The 10t excavator will excavate the workface – approximate 20m x 10m x 500mm section along BTB alignment.
4. Geotextile fabric will be laid out in the excavation pit prior to placement of GSC units.
5. Empty GMC units will be placed in the excavated footprint.
6. Sediment traps or drainage channels will be constructed to ensure excess slurry liquid sieved through the GSC fabric drains to the ocean.
7. The drag flow pumps will be placed over the stockpile and the other end affixed to the GMC valve on the top of the unit.
8. The drag flow pump will be moved through the (cleaned and seived) stockpile by the excavator
9. The GMC will be left to drain excess water and for the unit to take its natural (filled) shape
10. The BTB will be covered in excavated and additional fill to create a natural berm shape (with 30-35° slopes) and revegated.
11. Construction of the crushed coral footpath.

3. Nanumea design details

On Nanumea, similar GMC Berm Top Barriers (BTB) will be constructed to protect approximately 1.5km of shoreline adjacent to the main village and important infrastructure along the island's western coast. In addition, a suitable hard revetment will be constructed at the site of the church compound, to replace the failed hard revetment previously in place. The BTB extent will be as seen below. The construction technique and layout will be as described above for Nanumaga.

Figure 8: General alignment of the Berm top Barrier concept design and footprint on Nanumea.

A 180m section of coastline on Nanumea to be protected by a hard revetment is seen below. It has been determined that the most practical, cost-efficient and resilient revetment material for use on Nanumea is that of a Seabee wall. The toe of the Seabee revetment will be founded on the reef flat and concreted into the substrate. The crest of the revetment will have a concrete crown unit to deflect wave energy during elevated water levels.

It is recommended that the individual Seabee units be cast from high strength concrete at the supply location (Fiji, Australia, etc.) and shipped to site. If the units are to be batched on-island in Nanumea with imported materials to reduce wastage/damaged units during freighting, supervision and testing is required to ensure that the concrete for the units and wave deflector meet design strength capacity.

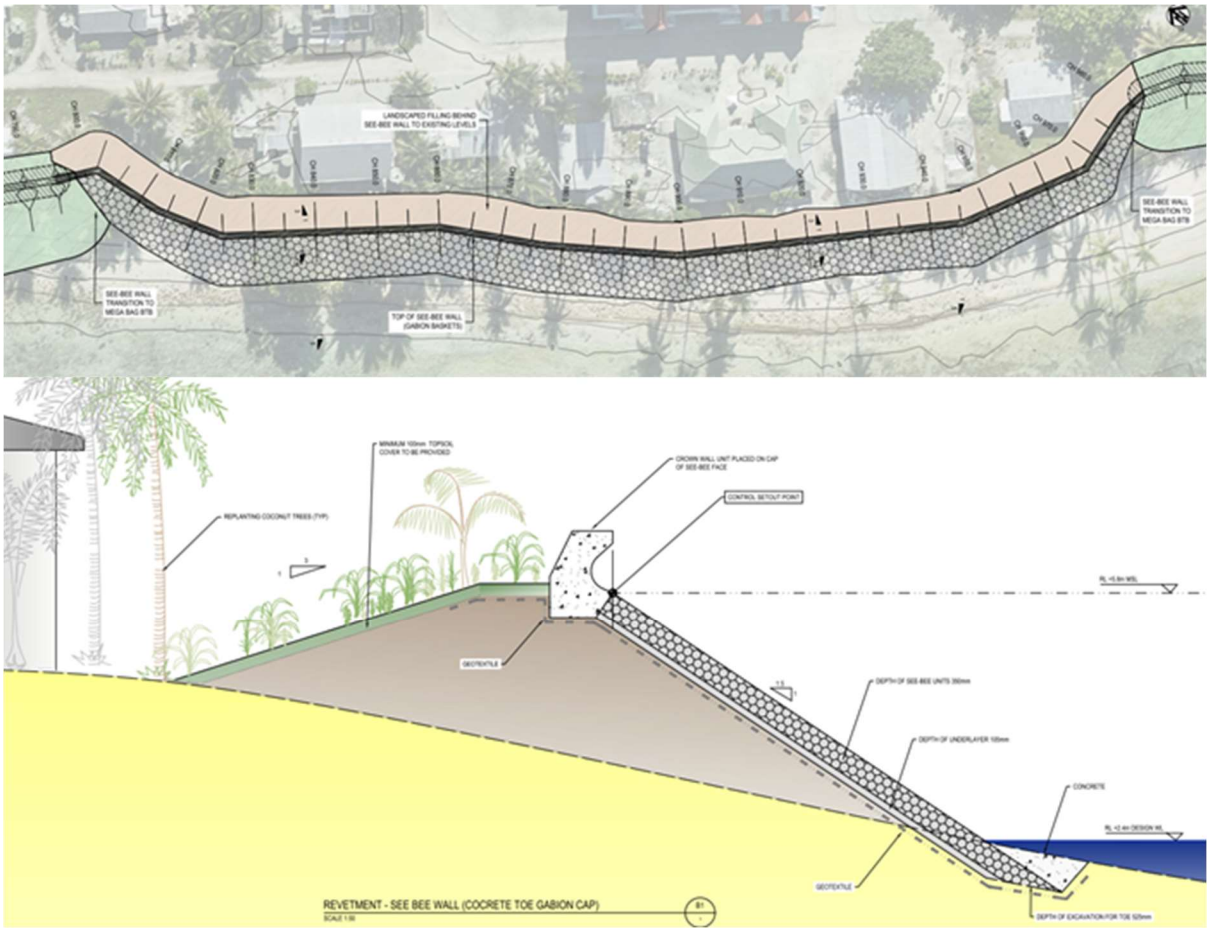

Figure 9: Plan view (top) and profile (bottom) of Seabee revetment concept design on Nanumea

Annex 3 – Application Submission Forms

Application Submission Form (*to be printed on company letterhead, signed, dated and stamped*)

Date: [insert day, month, year]

We, the undersigned, apply to be prequalified for the referenced PREQ and declare that:

(a) We have examined and have no reservations to the Prequalification Application, including any Addendum (or Addenda to same effect), issued by the procuring UNDP entity in accordance with Instructions to Applicants

(b) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any application that you may receive nor to invite the prequalified applicants to bid for the contract subject of this prequalification, without incurring any liability to the Applicants.

(c) We are not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNDP to provide consulting services for the preparation of the design specifications, and other documents to be used for the construction services to be procured.

(d) All the information and statements made in this PREQ are true and we accept that any misrepresentation contained in it may lead to our disqualification;

(e) We are currently not on the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are we associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council;

(f) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and we do not employ, nor anticipate employing, any person who is or was recently employed by the UN or UNDP.

(d) The following information shall be used by UNDP to notify us:

Name	
Title	
Address:	
Tel:	
Fax: E mail:	

Best regards,

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the application]*

In the Capacity of *[insert capacity of person signing the application]*

Duly authorized to sign the application for and on behalf of: Applicant's Name *[insert full name of Applicant]* Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month], [insert year]*

Form 1: Applicant Information Sheet *(to be printed on company letterhead, signed, dated and stamped)*

No	Subject	Explanation	
1	Legal Name		
2	Country of Registration		
3	Year of Registration		
4	Role (if applicant is a JV)	☐ Lead Member with a share of ...%	☐ Member with a share of …%
5	Legal address in the country of registration	Address: Tel: Fax:	
6	Authorized Representative Information	Name: Title: Address: Tel: Fax: Email:	

Name
Title
Date
Signature

FORM 2: JOINT VENTURE/CONSORTIUM/ASSOCIATION DECLARATION

(applies to Joint Venture/Consortium/Association *only, to be printed on company letterhead, signed, dated and stamped)*

We have entered into a private Joint Venture/Consortium/Association in order to submit joint application for the Pre-qualification by **United Nations Development Programme (UNDP).** If we are prequalified, issued the RFP and awarded the contract in the future, the Joint Venture/Consortium/Association agreement shall be notarized and submitted to the Contracting Entity before the contract is concluded. Lead (pilot) partner of our Joint Venture/Consortium/Association shall be …… *[Indicate name of the lead partner*] …… until the completion of work.

If we are awarded the contract as a result of the joint tender that we submit, we hereby declare, accept and guarantee that the contract shall be signed by all partners and our partner indicated as the lead (pilot) partner shall have the full power to act for and on behalf of our Joint Venture/Consortium/Association in respect of all issues concerning the contract, and that each of us shall be jointly and successively liable for performing the works and commitments within the subject and scope of the contract that will be concluded as well as fulfilling the obligations arising from the contract and undertaken by our Joint Venture/Consortium/Association, and that we shall not leave the private Joint Venture/Consortium/Association that we have established, otherwise UNDP shall be authorized to terminate the contract and register the performance bond as revenue, and that all communications and notifications to the lead (pilot) company shall be deemed to be made to our Joint Venture/Consortium/Association, the lead (pilot) partner and the remaining partners of the Joint Venture/Consortium/Association shall undertake all obligations and liabilities of the work including the performance bond in the events of death, bankruptcy, heavy disease, detention or imprisonment to the extent to limit the freedom or dissolution of any of the partners in the Joint Venture/Consortium/Association except for the lead (pilot) partner before the subject work is completed.

No	**Name of the Partner in the JV**	**Percentage Share[3]**
1		
2		
3		

	Lead Partner	**Partner**	**Partner**
Name			
Date			
Signature			
Stamp			

[3]Lead partner's share cannot be less than 50%
Share of the remaining partner(s) shall not be less than 20%

Form 3: History of Non-performing Contracts

(to be printed on company letterhead, signed, dated and stamped)

Applicant's Legal Name _____ Date __/__/2020
_____ Page __ of __

Non-performing Contracts:				
☐	Contract non-performance did not occur during the last 5 years (2015 and onwards)			
☐	Contract non-performance occurred during the last 5 years (2015 and onwards)			
	Year	Outcome as % of Total Assets	Contract Identification	Total Contract Value (USD, Equivalent)
			Contract Identification: *Name of Employer:* *Address of Employer:* *Matter in dispute:*	

Litigation History:				
☐	No litigation history			
☐	Litigation history			
	Year	Outcome as % of Total Assets	Contract Identification	Total Contract Value (USD, Equivalent)
			Contract Identification: *Name of Employer:* *Address of Employer:* *Matter in dispute:*	
			Contract Identification: *Name of Employer:* *Address of Employer:* *Matter in dispute:*	

Name
Title
Date
Signature

Form 4: Financial Situation

(to be printed on company letterhead, signed, dated and stamped)

Applicants, including each partner of a Joint Venture/Consortium/Association, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant or partner of a Joint Venture/Consortium/Association must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

Applicant's Legal Name	_____			Date	__/__/2020
	_____			Page	__ of __
Financial information in US$ equivalent					
Information from Balance Sheet					
	2017	2018	2019	2020	Average
Total Assets (TA)					
Total Liabilities (TL)					
TA/TL Ratio					
Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
CA/CL Ratio					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					

Note: Vendors shall submit the copies of financial statements (statement of financial position, including all related notes, and statement of financial performance) for the years required above complying with the following conditions:

** Must reflect the financial situation of the Applicant*

** Historical financial statements for year 2017-2019 must be audited by a certified accountant. Financial statement for 2020 (unaudited) must be certified by company's accountant.*

** Historical financial statements must be complete, including all notes to the financial statements*

** Historical financial statements must correspond to accounting periods already completed and audited*

Summary Sheet: Current Contract Commitments / Works in Progress

Applicants should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Name of contract	Client	Value of outstanding work (current US$ equivalent)	Estimated 'completion date
1.			
2.			

Name
Title
Date
Signature

Form 5: Financial Resources

(to be printed on company letterhead, signed, dated and stamped and accompanied by the bank's statement or bank's letter of intention or commitment to provide or the credit either financial lease)

Applicants, including each partner of a Joint Venture/Consortium/Association, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant or partner of a Joint Venture/Consortium/Association must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

Cash and Credit position as of submission date (in USD equivalent)				
Bank	Available Cash	Unused		
		Cash Credit	Credit Letter	
Total				
	A	B	C	A+B+C

Form 6: Average Annual Construction Turnover

(to be printed on company letterhead, signed, dated and stamped)

Applicant's Legal Name _____ Date __/__/2020

_____ Page __ of __

Annual Construction Turnover				
	Amount*	Currency	Conversion Rate	USD Equivalent
2017				
2018				
2019				
Average				

The information above complies with the following conditions:

* Annual Construction Turnover is calculated as total certified payments received for work in progress or completed. *Attach copies of progress payments or work completion certificates.*

Name
Title
Date
Signature

Form 7: Similar Construction Experience (to be printed on company letterhead, signed, dated and stamped)

Applicant's Legal Name _____ Date __/__/2020

_____ Page __ of __

Replicate the following table and enumerate accordingly for each similar construction work experience.

Ref No: …	**Project title**				
Award Date (MM/YYYY)	**Completion Date (MM/YYYY)**	**Role in Contract (contractor OR sub-contractor)**	**Total Contract Amount (USD)**	**Proportion of the total contract amount carried out by the Applicant (%)**	**Employer**
Detailed description of project			Type of services provided		

The information above complies with the following conditions:

* References include works completed in 2006 and onwards
* Substantiated by the attached certified copies of work completion certificates and progress payments.
* Role as "contractor" or "sub-contractor".
* Similar work experience is the infrastructure-related construction works specifically on coastal reclamation and adaptation project and other civil work such as water supply, sewerage, irrigation, canal, dams/ponds/creek, HEPP, pipeline, water structures, roads, highways, land consolidation. Note: Design and supervision services are not considered similar work experience.

Name
Title
Date
Signature

Form 8: Information about key-experts of the Applicant

Note: an expert can be submitted for more than one position

No	Expert's position	Name and Surname	Education (name of school, specialization, Certificate's Nr.)	Professional experience	Special experience in relevant projects
1	Project manager				
2	Dredge operator				
3	Quality manager				
4	Health and Safety manager				
5	Environmental manager				
6	Site construction supervisor for marine and civil works in Funafuti				
7	Site construction supervisor for civil works in Nanumea				
8	Site construction supervisor for civil works in Nanumaga				

Name
Title
Date
Signature

Form 9: CURRICULUM VITAE

The Applicant, as a minimum, must provide the following team of key-experts, with minimum requirement of 10 years of professional experience in management of construction works of at least 2 high value contracts.:

- Project manager
- Dredge operator
- Environmental manager
- Quality manager
- Health and Safety manager
- Site construction superintendent/supervisor for marine and civil works at each location in Funafuti, Nanumea and Nanumaga

Suggested CV form.

Proposed Tentative Positions for the Project:

Surname:
Name:
Date of birth:
Education:

Institution	Degree(s) or Diploma(s) obtained:

Language skills (Indicate competence on a scale of 1 to 5 (1 - excellent; 5 – basic)):

Language	Reading	Speaking	Writing

Membership of professional bodies:

Other skills:

Present position:

Key qualifications:

Work experience:

Date	
Location	
Company	
Position	

Date	
Location	
Company	
Position	

Professional experience:

Date	
Company	
Location	
Position	
Client	
Project	
Date	
Company	
Location	
Position	
Client	
Project	

Publications:

Other information:

I, the undersigned, hereby certify that the above-mentioned correctly reflects my experience and qualifications.

Name, Surname	
Signature	
Date	

Form 10: Information about Subcontractor

For each nominated Subcontractor (including local labour), the Applicant must submit the duly signed Letter of Agreement expressing the intention to perform the specified scope of subcontract services if the Contact is granted to the Applicant

Name of the Subcontractor, Reg.No, address, contact person	**Scope of Subcontract Works %**	**Brief description of Subcontract Works**	**Relevant experience/track record of the Subcontractor working in atolls**

Name
Title
Date
Signature

Form 11: Information about Applicant's technical resources

A. List of software that will be used during construction works

No	Name of software	License No, date and No of license agreement,	Owner of Software, user's rights for license (Applicant's ownership, subcontractor's ownership or other)

B. List of construction equipment/machinery
(loaders, cranes, excavators and other machinery to be used by Applicant for performance of planned construction works)

No	Name of equipment	Manufacturer	Date of production	Technical parameters	Ownership (Applicant's ownership, subcontractor's ownership or other)

C. List of Vessels No	Name of Vessel	Type of Vessel	Vessel registration	Technical parameters including dredging capability, no. of bunks available for accommodation, dynamic positioning capability ,origin of mobilization ,etc.	Ownership (Applicant's ownership, subcontractor's ownership or others)
		Dredging vessel			
		Workbarge, Worboat, Supply Vessel			

Name
Title
Date
Signature

Form 12: Information about Applicant's ongoing activities/contracts

Project Title	Contract Award Date (MM/YYYY)	Percentage of work completion	Role in Contract (contractor OR sub-contractor)	Proportion of the total contract amount carried out by the Applicant (%)	Total Contract Amount (USD)	Client

Name
Title
Date
Signature