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REQUEST FOR QUOTATION (RFQ) (Civil Works)

The Greening the Raleigh Fitkin Memorial Hospital (RFM) Demonstration Project

REFERENCE: RFQ-SWZ-009-2021



SECTION I: INSTRUCTION TO BIDDERS (ITB)

Dear Sir / Madam:

We kindly request you to submit your quotation for the suitable service provider to Supply and installation of modern energy sources and energy efficient appliances for the Greening the Raleigh Fitkin Memorial Hospital demonstration project, as detailed in in the Annexes of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Bill of Quantities.

Quotations may be submitted on or before **May 29, 2021** and via e-mail to the e-mail address below:

bidsubmission.sz@undp.org

Quotations submitted by email must be limited to a maximum of 5 MB, virus-free and no more than 4 email 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 good/s:

Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> Supplier/Offeror
Exact Address/es of Delivery Location/s (identify all, if multiple)	Raleigh Fitkin Memorial Hospital (RFM) is situated in Manzini – Eswatini. Intersection of First Avenue and Second Avenue in Manzini City. As shown in the site locality Map.
Delivery Date and Time	4 months from the issuance of the electrical works contract
Delivery Schedule	Required
Preferred Currency of Quotation	<input checked="" type="checkbox"/> Local Currency: Emalangeni
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes. Please quote the VAT in a separate line in your price schedule.
Deadline for the Submission of Quotation	COB, Thursday, May 29, 2021 and at 11:59 pm Eswatini local time
Site Visit	<input checked="" type="checkbox"/> Will be conducted



	<p>Date: 11th May, 2021</p> <p>Time: 1030 hours</p> <p>Venue: Raleigh Fitkin Memorial Hospital (RFM) is situated in Manzini – Eswatini.</p> <p>Intersection of First Avenue and Second Avenue in Manzini City. As shown in the site locality Map.</p> <p>Contact person: Sandile Mkhwanazi, (sandile.mkhwanazi@undp.org please copy bidsubmission.sz@undp.org</p> <p>Bidders interested to attend the site visit must send the following information to the above-mentioned email addresses not later than 9th May 2021; participant name, company name, and ID/Passport number.</p> <p>The email subject must be "RFQ-SWZ-009-2021" Site Visit</p> <p>Please have your original ID/Passport at the site visit. N.B: the site visit is aimed to provide the Bidders the opportunity to have better understanding of the requirement /Scope of work before sending the formal bid to UNDP. Bidders can raise any technical question during the site visit.</p> <p>However, any commercial quires shall be submitted to email: bidsubmission.sz@undp.org.</p>
All documentations, including catalogues, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Company Profile <input checked="" type="checkbox"/> CIC registration certificate <input checked="" type="checkbox"/> Three reference letters <input checked="" type="checkbox"/> Catalogues/brochures of items supplied by company



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	<input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
Period of Validity of Quotes starting the Submission Date	Indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 90% upon equipment delivery and substantial completion to be paid in two instalments as detailed in Annex 1 <input checked="" type="checkbox"/> 10% upon the final completion and end of the deficit liability period (this may be paid upon submission a bank guarantee of the same amount valid one month one month after the defect liability period)
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay: 0.5% Max. no. of days of delay: 10 After which UNDP may terminate the contract.
Evaluation Criteria [check as many as applicable]	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ¹ <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Compliance to required delivery time. <input checked="" type="checkbox"/> Compliance with service provider qualifications <input checked="" type="checkbox"/> submission of the brochures and catalogues with the bid. <input checked="" type="checkbox"/> Reference check
UNDP will award to:	<input checked="" type="checkbox"/> One supplier only
Type of Contract to be Signed	<input checked="" type="checkbox"/> Civil Works contract <input checked="" type="checkbox"/> Purchase Order
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at
	http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 10 days.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Upon receiving the invoice and submission of satisfactory report from UNDP.
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html



	Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only) ²	bidsubmission.sz@undp.org 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 Proposers.

Works offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

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.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider. 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 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 indicated above - <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>.



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/operations/procurement/protestandsanctions/>

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.

Sincerely yours

Shaima Hussein
Shaima Hussein

Deputy Resident Representative

05 May, 2021



SECTION II: PROJECT PARTICULARS AND SPECIFICATIONS

Terms of References (TORs)

GREENING THE RALEIGH FITKIN MEMORIAL HOSPITAL (RFM) DEMONSTRATION PROJECT

Project: Strengthening Early Warning Systems and climate information services in Eswatini (EWS) Project

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No.	Section	Pages	Read /Complete
1.	Project Particulars and specification	☒	Read
	Bill of Quantities	☒	Complete
	Drawings	☒	Read
	Locality Map	☒	Read

Appointment of a suitable service provider to Supply and installation of modern energy sources and energy efficient appliances for the Greening the Raleigh Fitkin Memorial Hospital Demonstration Project.

1. Background:

The Government of the Kingdom of Eswatini (through the Ministry of Tourism & Environmental Affairs) The technical assistance falls under the international cooperation program of the Italian Ministry for the Environment, Land and Sea (IMELS) and refers, in particular to the Memorandum of Understanding (MoU) on cooperation in the field of climate change and sustainable energy between MTEA and IMELS.

The MoU, signed on 17th May, 2017, has the objective to promote secure, clean and efficient energy in order to strengthen and coordinate the efforts to combat global climate change and address its adverse effects, to support mechanisms for regional climate change vulnerability and risk assessment, to promote clean and efficient energy, to stimulate and disseminate the economic and technological transformation to low emission.

The cooperating partners have since agreed on a concept for funding focusing on renewable energy, namely 'Greening the Raleigh Fitkin Memorial Hospital demonstration project'. To address the key challenges highlighted, the project will use a sequenced approach that starts by working on increasing access to renewable clean and modern energy sources and energy efficient appliances.

Raleigh Fitkin Memorial Hospital (RFM) is situated in Manzini – Eswatini. It was founded by a charity, but now is in charge of the Government. RFM is a 350 beds and teaching hospital and occupies approximately 7,000 square metres in clinical buildings



and 2,300 square meters in support buildings. The demonstration project will introduce use of clean energy opportunities that will be replicated in other hospitals, public and private institutions throughout the country. This will contribute to reduced energy demand and cost of energy while reducing CO2 emissions and improving the primary health care service delivery and wellbeing of the hospital catchment population.

The main objects of the project are:

- 1) Installing photovoltaic power plants to assure a fossil fuel free supply and an autonomy in the production of the electric energy;
- 2) Reducing energy demand utilizing high efficiency devices;
- 3) Obtain at least 90% reduction of actual direct and indirect CO2 emission of the Hospital.

The main purpose of this document is to obtain the services of a suitably-qualified and experienced Service Provider to supply and install quality, cost-effective and efficient technologies to reduce electricity demand and emissions at the RFM hospital

2. Specific Objectives:

Supply and installation of modern energy sources and energy efficient appliances for the Greening the Raleigh Fitkin Memorial Hospital demonstration project.

3. SCOPE OF OBJECTIVES AND DELIVERABLES:

3.1. SUPPLY AND INSTALL HIGH EFFICIENCY LIGHTING SYSTEMS

3.1.1. General Technical Requirements

The project foresees the replacement one-to-one of all the existing lamps at the RFM hospital with LED lamps; according to the survey carried out, the lamps to be replaced are 2,985 and belong to the following six categories:

- 4ft fluorescent T8 tube with power 36 W (constituting the vast majority, i.e. 2,122 out of 2,985 lamps);
- 5ft fluorescent T8 tube with power 58 W;
- 5ft fluorescent T12 tube with power 58 W;
- 8ft fluorescent T8 tube with power 75 W;
- 8ft fluorescent T12 tube with power 75 W;
- compact fluorescent lamps with power variable between 11 and 26 W.

According to the status of the current fittings, two different cases are identified:

- in most cases, only the replacement of the lamp will be needed (2,009 lamps out of 2,985) since the existing fitting can be reused;
- in other cases, the removal of the existing fitting and the installation of a new one is required (976 lamps out of 2,985).

The tenderer is required to carry out a site visit to the location prior to preparing the offer. Based on the outcomes of the site visit, deviations in the offered



items compared to the above description are allowed but shall be motivated in detail by the tenderer.

3.1.2. Technical Specification of the LED Lamps

The following specifications shall be indicated in the tenderer's technical offer documents for the LED lamps:

- LED lamp manufacturer and model
- Lamp power and luminous flux – luminous flux equal or higher to that of the previous lamps, power reduced at least by 60% compared to previous lamps
- Input voltage/frequency – 110-270 V, AC, 50±2 Hz;
- AC power factor – higher than 0.95;
- Driver efficiency – higher than 85%;
- Total harmonic distortion – lower than 10%;
- LED drive current – lower than 500 mA;
- LED lighting efficiency – higher than 110 lm/W;
- Color temperature – 2700 to 6500 K;
- Color rendering index – higher than 80;
- Lamp lifetime with L70 criteria – higher than 50,000 h;
- Thermal management – lamp suitable for operation at -10°C to +50°C, junction temperature of LED at 25°C lower than 65°C, heat sink temperature rise above ambient temperature lower than 30°C;
- IP class – minimum IP 20 for indoor lamps and IP 65 for outdoor lamps;
- Where only the lamp and not the fixture is changed, the LED lamp shall be compatible with the existing lamp holder;
- Datasheet/catalogue, IEC compliance certificates of testing and quality;
- Compliance – declaration of conformity with applicable EU Directives.

3.1.3. Specification of the Fixtures

When the replacement of the fixture is needed, the fixture shall be installed in the same position of the previously installed one and shall provide equal or higher lighting performance compared to the existing installation. The fixture shall be made of high-quality materials and shall comply with all applicable standards and safety practices to ensure high reliability and long life with no or very limited decay of lighting performance.

3.2. HIGH EFFICIENCY SPACE HEATING SYSTEMS

3.2.1. General Technical Requirements

The project foresees the installation of high efficiency air-air heat pumps in selected rooms of the hospital where heating is currently provided through the use of electric heaters.



According to the outcomes of the site visit carried out in May 2019, a number of 63 air conditioners is foreseen to be installed in the following buildings: children ward, female surgical ward, female medical, male medical, labour ward, OPD block, Baylor clinic, maternity ward, mother & child.

The tenderer is requested to carry out a detailed survey during the elaboration of the offer to define the exact location of the heat pumps according to the updated use of the various buildings.

3.2.2. Specification of the Air-Air Heat Pumps

The specifications of the air-air heat pumps shall be indicated by the tenderer in the technical offer documents and shall include at least the following:

- System manufacturer and model;
- Heating capacity – higher than 3.5 kW;
- Power input – lower than 1 kW;
- Nominal COP – higher than 3.5;
- Energy label according to EU standards – at least A-class;
- Operating fluid – non-ODS and low GWP fluid;
- Operation modes: heating, cooling, ventilation;
- Control system – complete with remote fixed controllers (not loose IR controllers) for temperature, fan speed, timer;
- Inclusions – units shall be supplied and installed complete with oil, refrigerant charges and filters;
- Both indoor and outdoor units shall be suitably mounted and accessible for maintenance purposes; external units shall be weatherproof and installed suitably to avoid recycling of cold/hot air and to avoid wetting of walls/floors;
- Compliance – declaration of conformity with applicable EU Directives;
- Warranty period – at least 5 years.

3.2.3. Specification of the Piping

In addition to the internal and the external unit for the high-efficiency air conditioning systems, the tenderer shall provide and install all the needed piping for the correct operation of the system, including but not limited to:

- PVC or copper piping for condensate drain, with supports at a maximum spacing of 1.5 m, installed with a minimum slope of 1:100 and pressure tested to ensure absence of leaks;
- Refrigerant piping, supported on galvanized cable tray or other equivalent support system separated from power and control cables.



Where refrigerant and condensate pipes and cables are visible, they shall run in white PVC trunking on the wall.

3.2.4. Repair of Existing Air Conditioning Systems

The tenderer is requested to carry out a census of the existing air conditioning systems already installed at the Hospital (mainly: split-type air conditioners) and of their current status and to quote also the execution of the maintenance activities needed to fix the identified issues (e.g.: refill of refrigerant fluid, cleaning of filters, replacement of minor spare parts or consumables).

3.3. REPLACEMENT OF STEAM USERS AND DISMANTLING OF STEAM BOILER AND SYSTEM

3.3.1. General Technical Requirements

The project foresees the replacement of existing steam users with electric heating systems and the consequent dismantling of the coal-fired steam boiler and of the related steam distribution system with the ultimate aim to phase-out coal from the hospital.

The steam users to be replaced (or retrofitted when possible) include a sterilizer, a washing machine, a dryer and the kitchen water heater. For each item the devices to be installed with the main technical specifications are presented in the following paragraphs.

In order to achieve the target of a significant reduction of GHG emissions related to the hospital activities, potentially up to 90%, the implementation of a demand-side management system at the new electric heating systems is foreseen. This system shall switch off the devices (which constitute interruptible energy users) in case of shortage of electricity supply from the photovoltaic plant or the related electricity storage system, in order to avoid the withdrawal of electricity from the national grid, thus contributing to the reduction of GHG emissions.

3.3.2. Sterilizer

The existing sterilizing autoclave is suitable for retrofitting through the installation of an electric steam boiler. The tenderer shall propose an electric steam boiler having the following characteristics:

- Manufacturer and model – preferably same manufacturer as autoclave to be retrofitted (Medi-Clave Ltd., South Africa).
- Electric power – 36 kW.
- Design pressure / temperature – 300 kPa / 140°C.
- Compliance – declaration of conformity with applicable EU Directives (including Pressure Equipment Directive).
- Warranty period – at least 5 years.



Since the installation of the new electric steam generator for the sterilizing autoclave will introduce a significant additional power absorption in the sterilizers' area, the tenderer shall foresee in its offer the installation of a new dedicated switchboard and of the needed low voltage cabling for the connection of the new device to the main switchboard of the hospital.

The switchboard feeding all the sterilizers shall be provided with a demand-side management system aimed at switching off the users in the area when the power supply from the photovoltaic plant and/or from the related electricity storage system is not sufficient to cover the hospital needs. The tenderer is requested to propose the most suitable technical solution to this purpose within its offer.

3.3.3. Washing Machine

The tenderer shall offer the replacement of the existing steam-based washing machine with a new full-electric washing machine having the following specifications:

- Manufacturer and model
- Washing capacity – 55 kg;
- Heating power – 30 kW;
- Motor power – 7.5 kW;
- Spin speed – 500 rpm;
- Compliance – declaration of conformity with applicable EU Directives;
- Warranty period – at least 5 years.

Since the installation of the new full-electric washing machine and dryer will introduce a significant additional power absorption in the washing area, the tenderer shall foresee in its offer the installation of a new dedicated switchboard and of the needed low voltage cabling for the connection of the new washing machine and dryer to the main switchboard of the hospital. The switchboard and cabling can be shared between the two new devices.

The switchboards feeding the washing area (both existing and new machines) shall be provided with a demand-side management system aimed at switching off the users in the area when the power supply from the photovoltaic plant and/or from the related electricity storage system is not sufficient to cover the hospital needs. The tenderer is requested to propose the most suitable technical solution to this purpose within its offer.

3.3.4. Dryer



The tenderer shall offer the replacement of the existing steam-based dryer with a new full-electric tumble dryer having the following specifications:

- Manufacturer and model.
- Drying capacity – 55 kg.
- Heating power – 60 kW.
- Motor power – 1.5 kW.
- Drum volume – 1 m³.
- Compliance – declaration of conformity with applicable EU Directives.
- Warranty period – at least 5 years.

As anticipated in the previous paragraph, since the installation of the new full-electric dryer and washing machine will introduce a significant additional power absorption in the washing area, the tenderer shall foresee in its offer the installation of a new dedicated switchboard and of the needed low voltage cabling for the connection of the new dryer and washing machine to the main switchboard of the hospital. The switchboard and cabling can be shared between the two new devices.

As stated above, the switchboards feeding the washing area (both existing and new machines) shall be provided with a demand-side management system aimed at switching off the users in the area when the power supply from the photovoltaic plant and/or from the related electricity storage system is not sufficient to cover the hospital needs. The tenderer is requested to propose the most suitable technical solution to this purpose within its offer.

3.3.5. Heat Pump Water Heater for Kitchen

The tenderer shall offer the replacement of the existing steam-water heat exchanger used to produce hot water for kitchen use with a new heat pump water heater having the following specifications:

- Manufacturer and model;
- Electric power – maximum 3 kW;
- Nominal COP – higher than 3.0;
- Water storage tank – 1 m³;
- Operating fluid – non-ODS and low GWP fluid;
- Compliance – declaration of conformity with applicable EU Directives;
- Warranty period – at least 5 years.

Since the installation of the new heat pump water heater will introduce a significant additional power absorption in the kitchen area, the tenderer shall foresee in its offer the installation of a new dedicated switchboard and of the needed low voltage cabling for the connection of the new device to the main switchboard of the hospital.



3.3.6. Dismantling of Existing Coal Fired Steam Boiler and of Steam Distribution Network

The tenderer shall include in its proposal the dismantling of the existing coal fired steam boiler and of all the pipes and the devices used for steam distribution within the hospital, which foresees that all materials are properly and safely disposed in compliance with all applicable Eswatini laws and with best international practices.

4. Pre-Bid Tender Meeting:

If a pre-tender meeting is convened the tenderer 's designated representative is invited to attend a pre-tender meeting, which if convened, will take place at the venue and time stated in the Invitation to Tender. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

The tenderer is requested as far as possible to submit any questions in writing or by cable, to reach the Employer not later than seven days before the meeting. It may not be practicable at the meeting to answer questions received late, but questions and responses will be transmitted in accordance with the following:

- (a) Minutes of the meeting, including the text of the questions raised and the responses given together with any responses prepared after the meeting, will be transmitted without delay to all purchasers of the tender documents. Any modification of the tender documents which may become necessary as a result of the pre-tender meeting shall be made by the Employer exclusively through the issue of a tender notice and not through the minutes of the pre-tender meeting.
- (b) Non-attendance at the pre-tender meeting will not be cause for disqualification of a bidder.

5. Works Methodology Statement or Approach

Submission of comprehensive methods and processes to be used for the Project. This should highlight the following;

- Outline approach to be adopted when carrying out the task
- State and justify method/tool that will be used in the exercise (ensuring that the method is clear and replicable) – state areas where it has been successfully applied its limitation, etc.
- Highlight risks inherent to the exercise that might compromise the quality of the product and how they will be managed
- Activities that will be undertaken and corresponding schedule to demonstrate how the allocated time will be utilized.
- Financial proposal, and
- Credentials for contractor



- Bidder should share the project implementation, as a Gantt Chart or any Project Schedule or Patent rights clause

6. Competence and Expertise

It is essential that the work be carried out by fully competent personnel with proven experience in electricals and Project Management.

6.1. Competence:

Only bidders who have registered with CIC under category E4 only with proven ability to complete the works within four (4) months. Bidders are required to provide an Implementation Plan including time frame from start to finish not exceeding four (4) months. Failure to provide will invalidate their bid.

6.2. Labour

Skilled and semi-skilled only be provided by the contractor.

6.3. Site Supervision

The Contractor shall ensure that sufficient qualified and experienced supervisory staff, the required transport, instruments, equipment and tools are available to control his own workmanship. The Client Engineer or the M&E team or beneficiary representative will not act as foreman and in instances where this should be required due to inadequate/inexperienced supervision, the cost thereof shall be borne by the Contractor. Project Manager/ Technician should be always be on site to supervise work done, quality control and certify work for payment.

6.4. Bid Format

All document in the bid document are to be completed. All quotation and claims must include VAT and CIC levy.

7. Ordering of accessories

The Contractor shall check all dimensions and quantities shown on the drawings and/or in the Schedule of Quantities. The dimensions and quantities of all accessories shall be agreed upon between the Contractor and the Engineer/ Project Manager before said accessories are ordered. On acceptance of his Quotation the Contractor is to ascertain if all materials and equipment to be supplied can be obtained in Eswatini and if not, the Contractor is to take steps to import the same so that the Works are not delayed. Delay in the Works owing to non-delivery of materials and equipment will not be considered a cause for delay in completing the Works.

8. Validity Period for Bid:

Bids shall be valid for a period of 60 days from the date of tender opening or closing date.



9. Flexibility of Construction Activities

All construction activities are under the direct control of the Implementation Partners or the M&E team and as such the M&E team has the right to instruct the Contractor to deviate/adjust/direct/modify the Contractor's schedule and/or activities to serve the best interest of the project. The Contractor shall be flexible and able to adapt to changing circumstances.

10. Site Handover to Contractor:

The contractor will be introduced to the project participants following the awarding of the tender. The site will be handed over to the contractor who will control the site for the duration of the project. The contractor will be responsible for the administration, control and security for the site. It is up to the contractor to arrange insurances as the contractor is responsible for any theft damage that occurs on site. The RFM and the MNRE or the M&E will conduct induction on how the contractor has to manage the site and give the contractor some housekeeping rules to ensure the is minimal disturbance in the hospital operations.

10.1. Inspection and reporting

- Weekly inspection reports of progress must be submitted on Monday morning to the contact person or Project Manager.
- Onsite inspection will be conducted by the project team to check all completed work before any payment can be made
- The contractor is responsible to check and confirm the quantities. Failure to do so before commencement of the installation may result in the contractor not being paid any excess/ extra works that the contractor has been carried out. The contractor will only be paid for works that has been approved by the Engineer/ Project Manager. In case where the actual quantities are below that in the bill the must not exceed the tender amount prior to receiving authorisation in the form of variation order (VO).
- No un authorised works will be paid to the contractor if they exceed the order amount.
- Lastly Site meeting and project steering meetings to be held when necessary and minutes to kept by the Implementing Partner.

11. Utility Services and Housing of contractor's Employees.

The contractor shall make the necessary arrangement for the provision of any utility services. Any cost to acquire such services must be added to the bid amount as no extra funding will be received.

Neither housing nor shelters are available for the Contractor's employees, and the Contractor shall make his own arrangements to house his employees and transport them to site.

Sanitary Facilities



The Contractor shall provide and maintain adequate ablution facilities, using chemical toilets with a flushing mechanism and a hand washing basin this is also part of COVID 19 requirements for his employees and visitors.

12. Rejected work and materials

Materials which do not conform to the requirements of the Contract Document, are not equal to samples approved by the Employer or Engineer or are in any way unsatisfactory or unsuited to the purpose for which they are intended, shall be rejected. Any defective work, whether as the result of poor workmanship, use of defective materials, damage through carelessness or any other cause, shall be removed within ten (10) days after written notice is given by the Employer or Engineer, and the work shall be re-executed by the Contractor. The fact that the Employer or Engineer may have previously overlooked such defective work shall not constitute an acceptance of any part of it. Such remedial work shall be for the Contractor's account and no claims for extras or extension of time shall be entertained. Engage the Manzini City Council for disposal of rubble and waste.

13. Insurances

All accepted approved contractors shall be required to provide the following insurances for the project awarded to them:

- 13.1. Public Liability Insurance
- 13.2. Contractor's All Risk Insurance

14. Payment Schedule

Claims for work that has been completed can be made according to the following schedule:

Id	Deliverable Description	Amount
1.	On delivery of equipment	50%
2.	90% on substantial completion	40%
3.	Retention	10%

A 10% retention will be kept for two (2) months after work has been completed to make sure that the standard of the work has been done is satisfactory. Invoice will be paid with 30 days, provided that the progress has been inspected prior to the submission of the invoice

15. Enquiries:

Sandile Mkhwanazi	UNDP	Emails: sandile.mkhwanazi@undp.org
Khulekani Sifundza	MNRE	Emails: kmsifundza@gmail.com
Leonard Dlamini	RFM Focal Person	Emails: enhicare@gmail.com



SECTION III: TENDER DRAWINGS



SECTION IV: BILL OF QUANTITIES (BOQs)