

LOT ONE

SUPPLY, ASSEMBLAGE AND INSTALLATION OF OFFICE FURNITURE AND EQUIPMENT FOR HEALTH CLINIC AT NGARANNAM, MAFA LGA, BORNO STATE.



SUPPLY, ASSEMBLAGE AND INSTALLATION OF OFFICE FURNITURE AND EQUIPMENT FOR HEALTH CLINIC AT NGARANNAM, MAFA LGA, BORNO STATE.

This document shall be read and understood in conjunction with the BOQ, and design provided. The vendor shall consult the supervising Civil Engineer where clarification is required.

1 Project Background

The settlement analysis of Mafa town reveals the difficult situation the large proportion of IDPs are facing with living in the camp, practically limitations with access to the market, inability to sustain themselves regarding economic activities, inability to access land for productive purposes, and limited options in fulfilment of their energy requirements (largely for cooking). The REACH Initiative assessment shows that over 85% of the IDP community in formal camps expressed intention to move out of the camp, should the security situation improve. Security has also been expressed by the community members during the UNDP rapid assessment as condition for return, in addition to means of producing food and feed the family, provision of better shelters, and expanded options for getting income. Community resilience of IDPs has been shown as being slightly lower for when life is spent in an IDP camp than when spent at the community level¹. Resettlement at Ngarannam therefore for previously displaced community members could greatly influence their community resilience. The Regional Stabilization Facility (RSF) programme is keying into building this community back including all infrastructures.

The planning of the Ngarannam Housing Projects includes all the public service buildings needed to provide public service to the community. In addition to 500 residential units, the project contains school, health clinic, police outpost, market shops and community gathering area. The site leveling and site mapping survey have all been completed and the construction will commence during August 2021.

2 Delivery Location

The location for the Delivery at Place (DAP) is Health Clinic at Ngarannam, Mafa LGA, Borno State (Lat: 11.916924°; Long: 13.573721°).

3 SCOPE OF WORK

The scope of work consists of supply, assemblage, and installation of office furniture and equipment at the Health Clinic in Ngarannam Project as detailed in the BoQ. The vendor is expected to carry out the following activities in line with the furniture supplied:

1. Samples and or intended furniture supplies based on specifications in BoQ with pictorial sample-guide MUST be discussed and agreed with UNDP supervising Engineer before supply to site.
2. Supplying and conveyance of supplied materials to site, UNDP will reject any item which has any defects due to materials, workmanship or transport.
3. the use of PPE, safety caution tapes and symbols are mandatory. Hence, health and safety of personnel should be of high priority. Safety first!
4. The contractor is responsible for the safe transport and delivery of the materials and items.

SUPPLY, ASSEMBLAGE AND INSTALLATION OF OFFICE FURNITURE AND EQUIPMENT FOR HEALTH CLINIC AT NGARANNAM, MAFA LGA, BORNO STATE.



5. The use of appropriate tools, equipment and personnel/expert for transportation, conveyance within Ngarannam, assemblage & cleaning in the Health Clinic.
6. All works shall follow a sequence and employ methods that will have the least negative impact on the built environment of the Police Outpost and School nor the natural environment, public and private property, pedestrian, and vehicular traffic.
7. Be available for joint inspection with UNDP Technical team for certification

4 DELIVERY PERIOD:

The delivery period for all the items mentioned in the scope of works, BoQ is six (6) Weeks as shown in Table :1. The proposed contract start date is 15th of November 2021

Table 1: Contract/PO Duration

Activity	Duration /Time	Responsible Unit/Reporting
Signing the contract/PO	Within 1-week of awarding the contract	Procurement/Vendor
Handing over the site	Within 1-week after signed contract	Engineering Team/Govt. Partner
Mobilization/Commencement Date	Within 2weeks after site handover	Contactor and engineering team
Contact Duration	3 weeks from site handover date	Contractor/Supervising Engineer
Practical completion, Inspection, Handover and Closing	Within 1 week after the substantial completion.	Contactor and UNDP engineering team and Government partners.

5 CONDITIONS OF PAYMENT:

Table 2: Payment Schedule

Milestone No.	Milestone's Description and Required Activities & Documentations	Payment Amount (%)	Completion Date
Milestone No. 1	<p><u>NOTE: Achievement of a milestone is considered complete ONLY when the under listed sub-activities are COMPLETED, Verified and Approved.</u></p> <ul style="list-style-type: none"> • Signing and Submission of Contract/PO, entry meeting, site take-over • Supply, transportation, assemblage, installation, and cleaning of supplied furniture according to the BOQ to the police outpost and the school. • Inspection and certification of 100% completion rate as detailed in the BoQ by UNDP Engineer • Submit Invoice (hardcopy) and project completion report 	100%	(Within 6 weeks of Contract duration)

SUPPLY, ASSEMBLAGE AND INSTALLATION OF OFFICE FURNITURE AND EQUIPMENT FOR HEALTH CLINIC AT NGARANNAM, MAFA LGA, BORNO STATE.

6 Company Previous Experience & Requirement

The company should have the following requirements as per Table 3 below:

Table 3: Company requirements

Minimum 5 years of relevant experience (Supply of Goods (Furniture)).

Evidence of Minimum 3 contracts of similar value, nature and complexity implemented over the last 5 years with one (1) of PO exceeding NGN 20,000,000.

Statement of Satisfactory Performance/Completion Certificate from two (2) client in terms of Contract Value for similar assignments over the last 5 years.

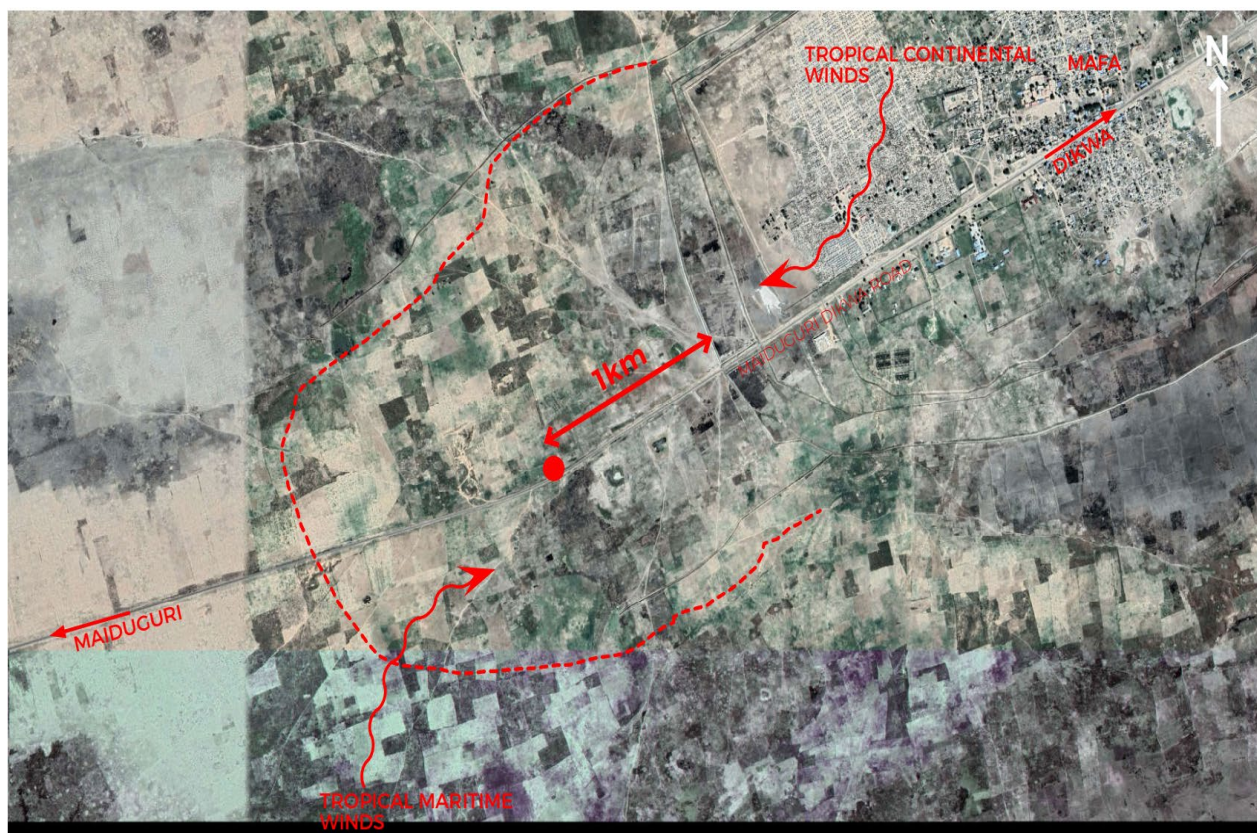


Figure 1: Google Earth Map showing location of Ngarannam Housing Global layout super-imposed

SUPPLY, ASSEMBLAGE AND INSTALLATION OF OFFICE FURNITURE AND EQUIPMENT FOR
HEALTH CLINIC AT NGARANNAM, MAFA LGA, BORNO STATE.



Figure 2: Global layout of Ngarannam Housing showing location

LOT TWO

Supply, Assemblage, and Installation of Office Furniture at Police Outpost and School Buildings at Ngarannam, Mafa, LGA, Borno State.

SCOPE OF WORK FOR THE DELIVERY OF FURNITURE AT POLICE OUTPOST AND SCHOOL BUILDINGS

This document shall be read and understood in conjunction with the BOQ, and design provided. The vendor shall consult the supervising Civil Engineer where clarification is required.

1 Project Background

The settlement analysis of Mafa town reveals the difficult situation the large proportion of IDPs are facing with living in the camp, practically limitations with access to the market, inability to sustain themselves regarding economic activities, inability to access land for productive purposes, and limited options in fulfilment of their energy requirements (largely for cooking). The REACH Initiative assessment shows that over 85% of the IDP community in formal camps expressed intention to move out of the camp, should the security situation improve. Security has also been expressed by the community members during the UNDP rapid assessment as condition for return, in addition to means of producing food and feed the family, provision of better shelters, and expanded options for getting income. Community resilience of IDPs has been shown as being slightly lower for when life is spent in an IDP camp than when spent at the community level¹. Resettlement at Ngarannam therefore for previously displaced community members could greatly influence their community resilience. The Regional Stabilization Facility (RSF) programme is keying into building this community back including all infrastructures.

The planning of the Ngarannam Housing Projects includes all the public service buildings needed to provide public service to the community. In addition to 500 residential units, the project contains school, health clinic, police outpost, market shops and community gathering area. The site leveling and site mapping survey have all been completed and the construction will commence during August 2021.

2 Delivery Location

The location for the Delivery at Place (DAP) is Police Outpost and the school buildings at Ngarannam, Mafa LGA, Borno State (Lat: 11.916924°; Long: 13.573721°).

3 SCOPE OF WORK

The scope of work consists of supply, assemblage, and installation of office furniture at the Police Outpost and School Buildings in Ngrannam Project as detailed in the BoQ. The vendor is expected to carry out the following activities in line with the furniture supplied:

1. Samples and or intended furniture supplies based on specifications in BoQ with pictorial sample-guide MUST be discussed and agreed with UNDP supervising Engineer before supply to site.
2. Supplying and conveyance of supplied materials to site, UNDP will reject any item which has any defects due to materials, workmanship or transport.
3. the use of PPE, safety caution tapes and symbols are mandatory. Hence, health and safety of personnel should be of high priority. Safety first!
4. The contractor is responsible for the safe transport and delivery of the materials and items.

Supply, Assemblage, and Installation of Office Furniture at Police Outpost and School Buildings at Ngarannam, Mafa, LGA, Borno State.

5. The use of appropriate tools, equipment and personnel/expert for transportation, conveyance within Ngarannam, assemblage & cleaning in the classrooms
6. All works shall follow a sequence and employ methods that will have the least negative impact on the built environment of the Police Outpost and School nor the natural environment, public and private property, pedestrian, and vehicular traffic.
7. Be available for joint inspection with UNDP Technical team for certification

4 DELIVERY PERIOD:

The delivery period for all the items mentioned in the scope of works, BoQ is six (6) Weeks as shown in Table :1. The proposed contract start date is 15th of November 2021

Table 1: Contract/PO Duration

Activity	Duration /Time	Responsible Unit/Reporting
Signing the contract/PO	Within 1-week of awarding the contract	Procurement/Vendor
Handing over the site	Within 1-week after signed contract	Engineering Team/Govt. Partner
Mobilization/Commencement Date	Within 2weeks after site handover	Contactor and engineering team
Contact Duration	3 weeks from site handover date	Contractor/Supervising Engineer
Practical completion, Inspection, Handover and Closing	Within 1 week after the substantial completion.	Contactor and UNDP engineering team and Government partners.

5 CONDITIONS OF PAYMENT:

Table 2: Payment Schedule

Milestone No.	Milestone's Description and Required Activities & Documentations	Payment Amount (%)	Completion Date
Milestone No. 1	<p><u>NOTE: Achievement of a milestone is considered complete ONLY when the under listed sub-activities are COMPLETED, Verified and Approved.</u></p> <ul style="list-style-type: none"> • Signing and Submission of Contract/PO, entry meeting, site take-over • Supply, transportation, assemblage, installation, and cleaning of supplied furniture according to the BOQ to the police outpost and the school. • Inspection and certification of 100% completion rate as detailed in the BoQ by UNDP Engineer • Submit Invoice (hardcopy) and project completion report 	100%	(Within 6 weeks of Contract duration)

Supply, Assemblage, and Installation of Office Furniture at Police Outpost and School Buildings at Ngarannam, Mafa, LGA, Borno State.

6 Company Previous Experience & Requirement

The company should have the following requirements as per Table 3 below:

Table 3: Company requirements

Minimum 5 years of relevant experience (Supply of Goods (Furniture)).
Evidence of Minimum 3 contracts of similar value, nature and complexity implemented over the last 5 years with one (1) of PO exceeding NGN 2,000,000.
Statement of Satisfactory Performance/Completion Certificate from two client in terms of Contract Value for similar assignments over the last 5 years.

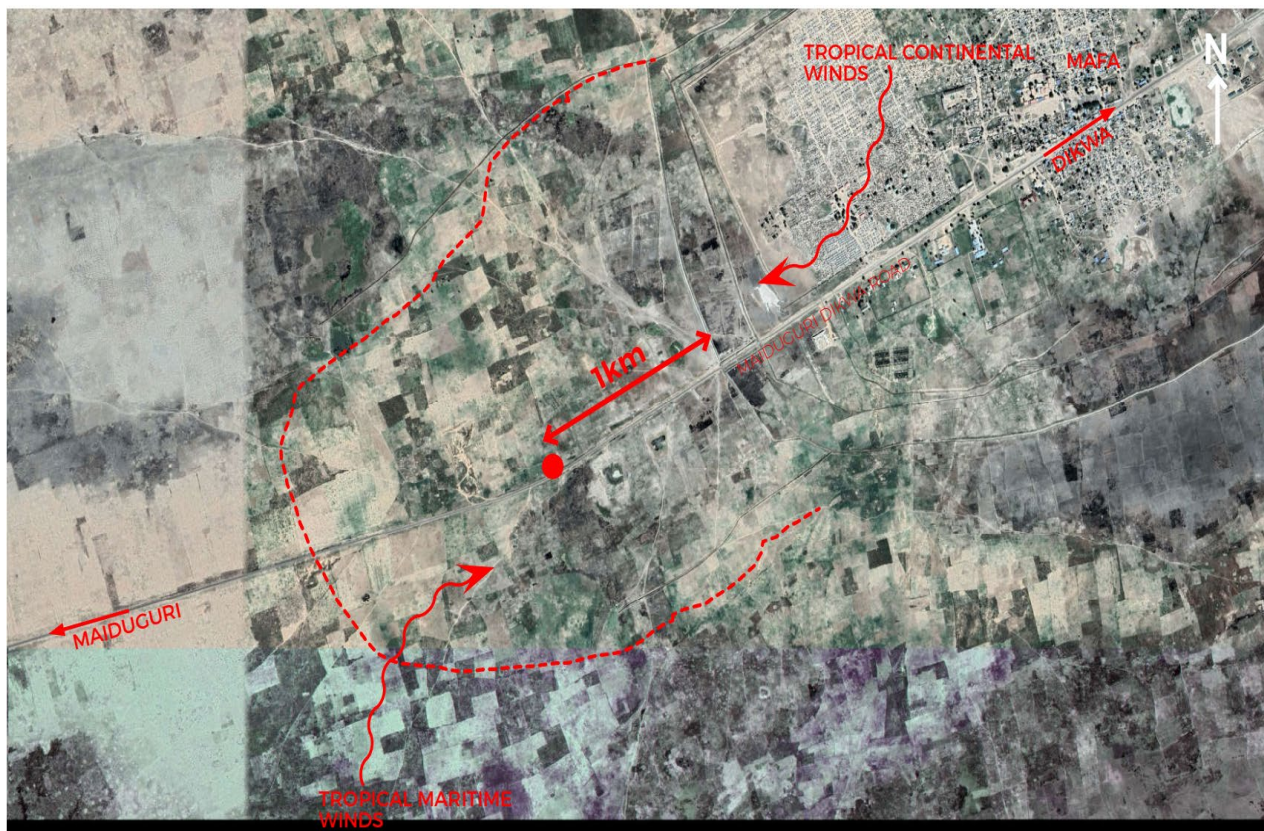


Figure 1: Google Earth Map showing location of Ngarannam Housing Global layout super-imposed

Supply, Assemblage, and Installation of Office Furniture at Police Outpost and School Buildings
at Ngarannam, Mafa, LGA, Borno State.



Figure 2: Global layout of Ngarannam Housing showing location

LOT THREE

SCOPE OF WORK AND TERM OF REFERENCE

This document shall be read and understood in conjunction with the BOQ, and design provided. The vendor shall consult the supervising Civil Engineer where clarification is required.

1 Project Background

The settlement analysis of Mafa town reveals the difficult situation the large proportion of IDPs are facing with living in the camp, practically limitations with access to the market, inability to sustain themselves regarding economic activities, inability to access land for productive purposes, and limited options in fulfilment of their energy requirements (largely for cooking). The REACH assessment shows that over 85% of the IDP community in formal camps expressed intention to move out of the camp, should the security situation improve. Security has also been expressed by the community members during the UNDP rapid assessment as condition for return, in addition to means of producing food and feed the family, provision of better shelters, and expanded options for getting income. Community resilience of IDPs has been shown as being slightly lower for when life is spent in an IDP camp than when spent at the community level¹. Resettlement at Ngarannam therefore for previously displaced community members could greatly influence their community resilience. The Regional Stabilization Facility programme is keying into building this community back including all infrastructures.

The planning of the Ngrannam housing Projects includes all the public service buildings needed to provide public service to the community. In addition to 500 residential units, the project contains school, health clinic, police outpost, market shops and community gathering area. The site leveling and site mapping survey have all been completed and the construction will commence during August 2021.

2 Delivery Location

The location for the Delivery at Place (DAP) is School Building at Ngarannam, Mafa LGA, Borno State (Lat: 11.916924°; Long: 13.573721°).

3 SCOPE OF WORK

The scope of work consists of supply, assemblage, and installation of school /classrooms desks as detailed in the BoQ and drawings namely:

3.1 Classrooms Desks for the School Buildings

The school consists of 6 school blocks, each block contains 2 classrooms. The contractor shall supply, assemblage, and Installation of 240 classroom desks in six (6) school blocks. The color type for desks is given in Table 1.

Table 1 Colour Type for school desks

S/NO.	Colour Type	No. of desks
1	Yellow	80
2	Blue	80
3	Red	80

Supply, Assemblage, and Installation of Classrooms Desks for School Buildings at Ngarannam, Mafa, LGA, Borno State.

4 TERM OF REFERENCE

The vendor is expected to carry out the following activities in line with the furniture supplied:

1. Samples and or intended furniture supplies based on specifications in BoQ with pictorial sample-guide MUST be discussed and agreed with UNDP supervising Engineer before supply to site.
2. Supplying and conveyance of supplied materials to site, UNDP will reject any item which has any defects due to materials, workmanship or transport.
3. the use of PPE, safety caution tapes and symbols are mandatory. Hence, health and safety of material and personnel should be of high priority. Safety first!
4. The use of appropriate tools, equipment and personnel/expert for transportation, conveyance within Ngarannam, assemblage & cleaning in the classrooms
5. All works shall follow a sequence and employ methods that will have the least negative impact on the built environment of the Schools nor the natural environment, public and private property, pedestrian, and vehicular traffic.
6. Be available for joint inspection with UNDP Technical team for certification

DELIVERY PERIOD: The delivery period for all the items mentioned in the scope of works, BoQ. and drawings is **six (6) Weeks as per the below schedule. The proposed contract start date is 15th of November 2021**

Table 2 Contract/PO Duration

Activity	Duration /Time	Responsible Unit/Reporting
Signing the contract/PO	Within 1-week of awarding the contract	Procurement/Vendor
Handing over the site	Within 1-week after signed contract	Engineering Team/Govt. Partner
Mobilization/Commencement Date	Within 2weeks after site handover	Contactor and engineering team
Contact Duration	3 weeks from site handover date	Contractor/Supervising Engineer
Practical completion, Inspection, Handover and Closing	Within 1 week after the substantial completion.	Contactor and UNDP engineering team and Government partners.

**Supply, Assemblage, and Installation of Classrooms Desks for School Buildings at Ngarannam,
Mafa, LGA, Borno State.**



CONDITIONS OF PAYMENT: Payment is a one-off which is detailed in Table 3:

Table 3 Payment Conditions

Milestone No.	Milestone's Description and Required Activities & Documentations	Payment Amount (%)	Completion Date
Milestone No. 1	<p><u>NOTE: Achievement of a milestone is considered complete ONLY when the under listed sub-activities are COMPLETED, Verified and Approved.</u></p> <ul style="list-style-type: none"> • Signing and Submission of Contract/PO, entry meeting, site take-over • Supply, transportation, assemblage, installation, and cleaning of supplied furniture according to the BOQ • Inspection and certification of 100% completion rate as detailed in the BoQ by UNDP supervising Engineer • Submit Invoice (hardcopy) and project completion report 	100%	(Within 6 weeks of Contract duration)

Table 4 Company Previous Experience & Requirement

Minimum 5 years of relevant experience (Supply of Goods).

Evidence of Minimum 3 contracts of similar value, nature and complexity implemented over the last 5 years with one (1) of PO exceeding NGN 13,000,000.

Statement of Satisfactory Performance/Completion Certificate from one client in terms of Contract Value for similar assignments over the last 5 years.