

SUPPLY, ASSEMBLAGE AND INSTALLATION OF FURNITURE FOR POLICE QUARTERS 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 commenced August 2021.

2 Delivery Location

The location for the Delivery at Place (DAP) is Police Quarters 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 furniture for Police Quarters (8 no. of 2-bedroom units) at 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 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.
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.

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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 (4) Weeks as shown in Table :1.

Table 1: PO Duration

Activity	Duration (calendar)	Responsible Unit/Reporting
Signing PO	Within 03 days of awarding the contract	Procurement/ Awardee
Sourcing, transport and delivery to Site	Maximum 2 weeks	Contractor/Supervising Engineer
Installation and assembling	Within 3 weeks after the complete assemblage of equipment.	Contactar and UNDP designated focal point
Test/ acceptance	1 day following notice to UNDP	Contractor/ UNDP

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 quarters. • Inspection and certification of 100% completion rate as detailed in the BoQ by UNDP Engineer • Submit project completion report 	100%	(Within 4 weeks of Contract duration)

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 10,000,000.
 Minimum Average Annual Turnover of NGN 7,000,000 in any single year in the last 3 years (2019 onwards).
 Statement of Satisfactory Performance/Completion Certificate from two (2) client in terms of Contract Value for similar assignments over the last 5 years.

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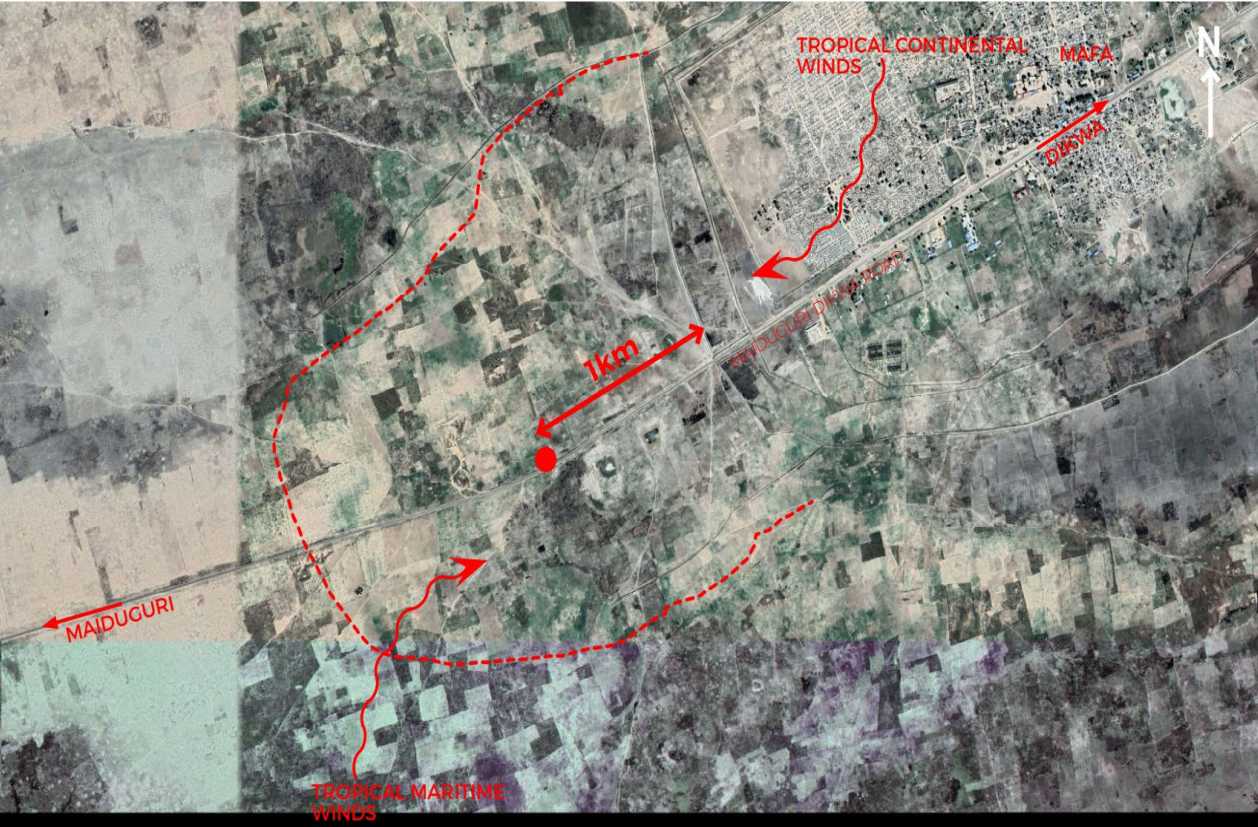


Figure 1: Google Earth Map showing location of Ngarannam Housing Global layout super-imposed

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Figure 2: Global layout of Ngarannam Housing showing location