**REQUEST FOR QUOTATION**

Date: 14/9//2022

***From:***

Norwegian Refugee Council (NRC)

Address : House n#40 Block 11F, Amarat East street 49h <https://goo.gl/maps/ppyRwrzuUeCX6pVy6>

Contact Person : Umnia Ahmed

Position: Logistics Assistant

Email : umnia.ahmed@nrc.no

Phone: +249 911736129

**Deadline for submission: 25/9/2022**

**1 - NRC is looking for a contractor to deliver the following construction activities in White Nile State – Eljabalain Locality – Alalagaia and Dabt Bosin camps:**

**LOT 1**

**25 Household latrine (VIP type)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Items** | **Specifications** | **Unit** | **Qty** | **Unit Price with VAT** | **Total Price with VAT** |
| **1** | Excavation | Excavate and cart away any type of soil including all hard and rock layers, temporary earth work supports, de- watering and any work below required support, diameter of 1.5m as per drawings and specifications and to NRC satisfaction | M3 | 4.9 |  |  |
| **2** | Masonry work under Ground level | supply and build one red brick wall in 1:4 sand/cement mortar (sealant, grouts and insulation if needed) as per construction drawings, specifications and engineer approve | M2 | 3.2 |  |  |
| **3** | Reinforced Concrete slab (3 slabs) | Supply and cast reinforced concrete for slab; rate shall include reinforcement steel grid of T12@150mm c/c, thickness of 12cm, ready mix/ in-suite concrete1:2:4, form work, labour, sampling, testing, mix design, curing, …etc. The rate shall include the openings for toilets, ventilation pipe according construction drawings, technical specifications and to NRC satisfaction | No. | 3.00 |  |  |
| **4** | super structure  | Supply material and build super structure from local materials (wooden poles, grass matt) with door as per drawing and technical specifications and to NRC satisfaction |  |  |  |  |
| **4.1** | Wooden poles | Supply materials, erect and fix in position using steel wire 3ml wooden poles (pan) as per construction drawings, specifications, and NRC satisfaction | No. | 8.00 |  |  |
| **4.2** | Grass matt | Supply materials, erect and fix in position using steel wire good quality grass matt fixed on the wooden poles as per construction drawings, specifications, and NRC satisfaction | M2 | 16.00 |  |  |
| 4.3 | Door fabrication | supply materials, erect and fix in position using bamboo and grass matt latrine door of 1.00m width as per construction drawings, specifications, and NRC satisfaction | No. | 1.00 |  |  |
| 4.4 | Plastic sheet | Supply material, erect and shade super structure with plastic sheet according to construction drawings, technical specifications, and NRC satisfaction | M2 | 16.00 |  |  |
| 4.5 | Ventilation | Supply, material, erect and fix in position 4" PVC pipe 2.5ml for ventilation, according to construction drawings, technical specifications and to NRC satisfaction  | No. | 1.00 |  |  |
| **Total Cost (construction of Household latrine)**  |  |

|  |  |
| --- | --- |
| TOTAL (construction of Household latrine)  |  |
| TOTAL for construction of 25 household latrines  |  |
| VAT (17%) |  |
| Grand Total for construction of 25 latrines (VAT inclusive) |  |

LOT 2

**Construction of 5 New Communal/Family shared latrines (4 doors in each)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Items** | **Specifications** | **Unit** | **Qty** | **Unit Price with VAT** | **Total Price with VAT** |
| **1** | Excavation | Excavate and cart away any type of soil including all hard and rock layers, temporary earth work supports, de watering and any work below required support, dimensions of (2.7w\*4.7L\*2.8D) as per drawings and specifications and to NRC satisfaction | M3 | 35.5 |  |  |
| **2** | Plain Concrete  | Supply and cast 10cm layer thick of plain concrete for bottom of excavated area Grade 20N/mm², this shall include all necessary equipment such as mechanical vibrators, cutting, testing and all other requirement and work man ships according to drawings, technical specification and to NRC satisfaction. | M2 | 12.7 |  |  |
| **3** | Masonry work under ground level | supply and build 1.5 Red brick wall with cement and sand mortar 1:4 (sealant, grouts and insulation if needed) according to drawings, technical specifications, and engineer instructions  | M2 | 19.9 |  |  |
| **4** | Plastering Works Under G. Level  | Supply materials, cast and plaster cement / sand plaster; 20 mm thickness in two layers, 1:6 cement: sand mortar, smoothly finished, as per drawings, technical Specifications and to NRC satisfaction. | M2 | 19.9 |  |  |
| **5** | Reinforced Concrete cover slab with beam | Supply materials, cast and construct reinforced concrete (Grade 35N/mm²) for cover slab with beams; rate shall include steel reinforcement (T12 with two layers 150mm intervals), beam of 6T12mm joined with T8@200 canes, T12@200mm additional - re-enforcement (1.0ML) ready mix/in-suite concrete 1:2:4, formwork, labour, sampling, testing, mix design, curing, …etc. the rate shall also include the openings for drop hall, ventilation pipe and manholes according construction drawings, technical specification and to NRC satisfaction | M3 | 2.4 |  |  |
| **6** | Masonry Works for external walls | Supply material and build ordinary one red brick for toilet blocks external walls (2.40m high) in 1:6 sand/cement mortar, according to construction drawings, technical Specifications and to NRC satisfaction  | M2 | 28.4 |  |  |
| 7 | Masonry Works for internal walls | Supply material and build ordinary half Red for toilet block internal walls (2.20m high) in 1:6 sand/cement according to construction drawings, technical Specification and to NRC satisfaction  | M2 | 9.90 |  |  |
| 8 | Plastering Works for super structure | Supply materials, cast and plaster cement / sand plaster; 20 mm thickness in two layers, 1:6 cement: sand mortar, smoothly finished, as per drawings, technical Specifications and to NRC satisfaction. | M2 | 36.3 |  |  |
| 9 | Ventilation pipe with cover | Supply, erect and fix in position 4" PVC pipe with cover for ventilation, embedded in slab and reaching above toilets roof (3m length), fixed on wall with 2 steel anchoring according to construction drawings, technical specification and to NRC satisfaction  | No. | 2.00 |  |  |
| **Total Cost (construction of communal/family shared latrine)**  |  |

|  |  |
| --- | --- |
| Total Cost (construction of communal/family shared latrine)  |  |
| Total Cost (construction of 5 communal/family shared latrine) |  |
| VAT (17%) |  |
| Grand Total for construction of 5 communal/family shared latrines (VAT inclusive) |  |

You can use the above table *OR* print your quotation on your own letter-head documents.

In any case, be sure to include VAT (in prices or in total).

If different taxes & fees apply, please specify them all in your quotation.

**2 - Please answer the questions:**

|  |  |
| --- | --- |
| **Questions** | **Answers** |
| What is the currency of the offer ?*(SDG, USD, other…)***Note that NRC will favour quotes in USD. Please read below regarding USD payments.****DO NOT PROVIDE QUOTES IN BOTH SDG AND USD CURRENCIES.** |  |
| Please confirm your prices include all taxes and fees (net prices) :*(if not, please explain and detail the taxes & fees)* |  |
| If your offer is in USD => payment will be made by bank transfer.* Do you have a USD account in Sudan? if YES, then in which bank.
* Do you have a USD account abroad? if YES, then in which bank.

*(Please provide bank details for each account)***Please read the note below regarding payments in USD and quote accordingly.**  |  |
| Do you accept payment after delivery?*(if not, please explain your payment terms)* |  |
| What is the validity period of your offer?*(in days)* |  |
| What is the guaranty period? |  |
| Please explain the guaranty conditions if any: |  |
|  |  |
| Please confirm you can deliver to our address in :**NRC White Nile state, El jebalain locality (Dabt Bosin and Alalagaia camps)** |  |
| What is the delivery time?*(please specify delivery schedule if any)* ***consider that preferable delivery for each lot is 40 days*** |  |
| *Please confirm capability of starting construction activities by 5th of September 2022* |  |
|  |  |

**3 - Accepted methods for submission of quotation / offer :**

We recommend you to fill up this Request for Quotation directly on your computer.

You can also print it and fill it up by hand if you have not access to a computer.

You can submit the price offer by using the table on page 1, or by using your own proforma document

* Email to the above mentioned address (PDF file only

Your quotation / offer **must be** signed and stamped on all pages (including the present Request for Quotation).

**IMPORTANT NOTE regarding USD quotes and payments :**

* You must choose between quoting in USD or quoting in SDG.
	+ **Do not provide quotes in both currencies. If you do so, only your quote in USD will be considered for assessment.**
* If your quote is in USD, then you will be paid in USD.
	+ **You must be in capacity to accept the payment.**
* NRC will favour payment in USD, in Sudan, in the same bank.
* NRC can also provide payment from our Head Office account to supplier’s account outside of Sudan. Be aware that this process can fail !
* NRC has USD bank accounts in :
	+ Blue Nile Mashreg Bank
	+ United Capital Bank.
* For payment within Sudan, you must have a bank account in one of the same bank as NRC.
* For payment outside of Sudan (UAE or others) to one of your company, please provide us with the following :
	+ A quote under the name of your company abroad.
	+ The bank account details of the company.

**We encourage you to contact us directly if you have questions or need clarifications before submitting your quotation.**

**4 - Your Company details :**

|  |  |  |
| --- | --- | --- |
| Name of the company |  |  |
| Name of the owner(s)Date of birth of the owner(s)*(mandatory for screening)*  |  |  |
| Address of the company |  |  |
| Name of contact person |  |  |
| Position |  |  |
| Email  |  |  |
| Phone  |  |  |
|  |  |  |

**5 - Mandatory documents to attached to your quotation / offer :**

Please check that you are providing all of the below mentioned documents :

|  |  |
| --- | --- |
| **Mandatory documents** | **Checked (Y/N)** |
| Company registration certificate |  |
| Company tax registration certificate |  |
| NRC Request for Quotation (filled up, signed and stamped)Additional quotation on company letter head document, if any… |  |
| Suppliers Ethical Standards Declaration signed and stamped |  |
|  |  |

You can also attach additional documents such as photos, company profile, certifications…

**6 - Payment information :**

**For payment by cheque**, please indicate under which name NRC shall issue the cheque. You can write name in Arabic or in English.

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***Attention :*** *if the name is not the company name, please provide a supporting letter to authorized NRC to issue the cheque under the name of the owner of the company or under the name of one of its employee. Contact us directly for more details.*

**For payment by bank transfer**, please provide us with bank account information.

**7 - Other information:**

Payment will be made by bank transfer/cheque only.

All suppliers doing business with NRC should maintain high standards on ethical issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. NRC reserves the right to reject quotations provided by suppliers not meeting these standards.

Vendors doing business with NRC will be screened on anti-corruption due diligence before NRC confirms an order or contract.

NRC aims to purchase products and services that the minimum environmental impact. Environmental considerations form part of the NRC selection criteria, and NRC reserves the right to reject quotations provided by suppliers not meeting these standards.

NRC is obliged to ensure that its procurement decisions are clearly justified and documented and keeping within the Donors mandatory principles. In that regard, full and on-the-spot access must be granted to representatives of NRC, the Donor or any organisation or person mandated by it, to premises belonging to NRC or its contractors. The right to access shall include all documents and information necessary to assess, or audit the implementation of the contract

NRC reserves the right to accept or reject the whole or part of your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.

Shortlisted suppliers may be required to submit samples of each item. Please be sure to have all samples available at short notice, and wait for a response from NRC if you have been shortlisted.