**Norwegian Refugee Council (NRC) SUDAN**

**ITB FOR Shelter Rehabilitation in West Darfur State, in ElGeneina, Kereinik, and Jabal Moon**

**PF-GNA-001**

Khartoum, 13/04/2023

***SUBJECT: INVITATION TO TENDER***

* **Rehabilitation of Shelters in West Darfur State**
  + **ElGeneina.**
  + **Kereinik**
  + **Jabal Moon**
* **SUPPLY for Rehabilitation of Shelters in ElGeneina, Kereinik, and Jabal Moon**

Dear Mr. /Ms.

You are hereby invited to the above-mentioned invitation to tender (ITB). Please find enclosed the following documents, which constitute the tender dossier.

NRC must receive any request for clarification in writing at least 2 working days before the deadline for submission of tenders. NRC will reply to bidders' questions at least 1 working days before the deadline for submission of tenders.

Costs incurred by the bidder in preparing and submitting the tender proposals will not be reimbursed.

We look forward to receiving your tender at the address specified in the Instructions to Bidders before < 27th April 2023 16:00 PM (GMT +2)>, as stated in the procurement notice.

If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

This ITB document contains the following:

* This cover Letter.
* Section 2: Bid Data sheet.
* Section 3: NRC Invitation to bid general terms & condition.
* Section 4:Technical description of the Bid
* Section 5: Bidding form
* Section 6: Work Schedule
* Section 7: Company Profile and Previous Experience
* Section 8: Bill of Quantities
* Section 9: Suppliers Ethical Standards Declaration
* ANNEX A: Technical Drawings

**The bidder must complete sections highlighted in green.**

# SECTION 2: Bid Data Sheet Work Contract

1. **BACKGROUND DATA**

|  |  |
| --- | --- |
| Contract Name: **PF-GNA-001** | Contract Number**: PF-GNA-001** |

This bid is issued by the Norwegian Refugee Council (NRC office in Khartoum, Sudan. Any correspondence can be addressed the following address office.

**The Nile Tower, Fourth Floor Block 10, Building #20, Street 63, Khartoum - Sudan**

1. **SCOPE OF WORK**

|  |  |  |  |
| --- | --- | --- | --- |
| **Contract No.** | **Country** | **Location** | **Work Description** |
| **PF-GNA-001** | **SUDAN** | **West Darfur**  **ElGeneina, Kereinik, Jabal Moon** | **Rehabilitation of shelters, in ElGeneina, Kereinik, Jabal Moon** |

**Please refer to the technical specifications, drawings, and BOQs for more details.**

**MAXIMUM TIME-FRAME FOR COMPLETION OF WORKS:** The overall schedule for works for each contract must be completed as per the attached format. However, you are expected to submit a final work schedule to NRC within 3 working days from the date of the signature of the contract.

1. **SCHEDULE & DEADLINE FOR SUBMISSION**

The deadline for submission of bids is 16:00 pm.> on 27/04/2023. Late bids will not be accepted.

Figure 3.1

|  |  |  |
| --- | --- | --- |
|  | **DATE** | **TIME\*** |
| Invitation to Bid release | 13/04/2023 | 10:00 HRS |
| Deadline for request for any clarifications from NRC | 25/04/2023 | 16:00 HRS |
| Supplier information session in El Geneina | 19/04/2023 | 14:00 HRS |
| Last date on which clarifications are issued by NRC | 26/04/2023 | 16:00 HRS |
| **Deadline for submission of tenders (receiving date, not sending date)** | **27/04/2023** | **16:00 HRS** |
| Notification of award to the successful tenderer | **28/05/2023** | 14:00 HRS |
| Signature of the contract | **31/05/2023** | 16:00 HRS |

\* All times are in the local time of SUDAN.

Please note all dates are provisional dates and NRC reserves the right to modify this schedule.

1. **MANNER OF SUBMISSION:**

Please submit your bids in accordance with the requirements detailed below:

Complete **sealed bid documents** (Two sealed envelopes for technical and financial proposals inside of 1 large, sealed envelope) shall be hand delivered at NRC Offices at:

* The Nile Tower, Fourth Floor Block 10, Building #20, Street 63, Khartoum – Sudan
* ElGeneina Office ElGamarik area House no 90 Block 5 North to Current UNICEF Office West Darfur, ElGeneina Sudan.

**OR**

* Via Email **ONLY** for International bidders at: [sd.tenders@nrc.no](mailto:sd.tenders@nrc.no)
  + The email should contain two attachments (Technical and Financial proposals).
  + The subject of the email should clearly read “ITB-GNA-001 –Shelter Rehabilitation in ElGeneina, Kereinik , Jabal Moon”.

Submission is expected not later than **04:00 PM (GMT+2)**, on the due date indicated above. Tenders will be opened immediately.

Any request for clarification must be received by NRC in writing via [sd.procurement@nrc.no](file:///C:\Users\NRC\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\NFEF2KQL\sd.procurement@nrc.no) according to the schedule listed in Section 2 – Bid Data Sheet.

1. **ASSESSMENT CRITERIA**

Award of the contract(s) will be based on the following:

**Step 1: Administrative compliance check (Essential criteria, these documents are mandatory)**

Bidders must provide evidence of the following for their bid to be considered compliant:

1. Sections 5-9 of the **ITB** completed, signed, and stamped.
2. Copy of Company Registration in Sudan Certificates.
3. Copy of TAX registration certificate.
4. Copy of VAT registration certificate.
5. Copy of Contractor Association License.
6. Financial statement for the past 12 months.
7. Audited accounts of the company for the past three years.
8. List of company-owned machinery and equipment (proof of ownership).
9. Site visit receipt (**acquired from NRC after attending the site visits as per figure 3.1**).
10. Copy of IDs for company directors.

**Step 2: Technical Evaluation**

A Technical Evaluation of all bids received will be conducted to shortlisted bidders. Criteria that will be used to evaluate and score the bids are outlined in Section 3, Clause 25

* **The following technical criteria will be used to assess and evaluate the bids received in response to ANNEX I (Shelter rehabilitation):**

**Figure 5.2.1**

|  |  |  |
| --- | --- | --- |
| **CRITERION OF EVALUATION** | **ASSESSMENT METHOD** | **SCORE** |
| Cost of Works (Financial proposal) | Benchmarked and evaluated against project budget and in comparison, with competition | **40%** |
| Technical capacity | Benchmarked by CV of personnel and available machinery and equipment | **10%** |
| Proven record of experience | Benchmarked by similarity of experience | **10%** |
| Payment terms | Benchmarked by adherence to NRC payment terms | **5%** |
| Delivery Timeframe | Benchmarked by NRC suggested timeframe | **15%** |
| Financial Capability | As indicated by bidder’s submitted financial statements, value of past contracts and audited accounts | **20%** |
| **Total Score** | | **100%** |

**Step 3: Financial Evaluation**

Price in comparison to NRC established expectation and in comparison, to other bidders of comparable technical quality

1. **BIDDER’S CHECKLIST**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Description** | **To be filled by bidder** | | **To be filled by NRC bid committee** | | |
|  | **Included?** | | **Present & complete?** | | **Comments** |
| **Step/ document to be submitted with tender** | **Yes** | **No** | **Yes** | **No** |  |
| Complete tender package delivered before the deadline specified in Section 2 - Bid Data Sheet – **Compulsory** |  |  |  |  |  |
| Section 3 Clause 7 – Site visit Receipt – **Compulsory** |  |  |  |  |  |
| Section 4 –Works Provision – completed, signed & stamped – **Compulsory** |  |  |  |  |  |
| Section 5 – Bidding Form – completed, signed & stamped – **Compulsory** |  |  |  |  |  |
| Section 6 – Works Provision Schedule - signed & stamped – **Compulsory** |  |  |  |  |  |
| Section 7 – Company profile & experience – completed, signed & stamped – **Compulsory** |  |  |  |  |  |
| Section 8 – Works provision description and pricing proposal – completed, signed & stamped – **Compulsory** |  |  |  |  |  |
| Section 9 – Supplier ethical standards declaration – signed & stamped – **Compulsory** |  |  |  |  |  |
| **Supporting documents** |  |  |  |  |  |
| Copy of company registration certificates in Sudan– **Compulsory** |  |  |  |  |  |
| Copy of tax certificates – **Compulsory** |  |  |  |  |  |
| Copy of Contractor association license - **Compulsory** |  |  |  |  |  |
| Past contracts/ POs with other International NGOs as proof of experience – **Compulsory** |  |  |  |  |  |
| Copies of company direct IDs – **Compulsory** |  |  |  |  |  |
| Copy of VAT registration – **Compulsory** |  |  |  |  |  |
| Detailed delivery schedule **Compulsory** |  |  |  |  |  |
| Financial statement for the last 12 months - Financial audited Accounts of the company for the last three years (**Letter from the bank will NOT BE ACCEPTED)**)– **Compulsory** |  |  |  |  |  |
| Availability of Machinery and equipment (Long vehicle truck, Dump Truck, Mini Truck, Pickup) – **Compulsory** |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **To be filled in by NRC bid committee only** | **Eligible** | **Ineligible** |
| **Outcome of administrative eligibility check.** |  |  |

# SECTION 3: NRC Invitation to bid - General Terms & Conditions

1. **SCOPE OF BID**
   1. The bid is based on the scope of the assignment as determined in the Bid Data Sheet (Section 2). The instruction to bidders should be read in conjunction with the Bid Data Sheet.
   2. The successful Bidder will be expected to complete the assignment by the Intended Completion Date specified in the contract to be signed.
2. **CORRUPT PRACTICES**
   1. **Norwegian Refugee Council** requires Employees, Bidders and Contractors, to observe standards of ethics during procurement and the execution of contracts. In pursuit of this, Norwegian Refugee Council defines, for the purposes of this provision, the terms set forth below as follows:
   2. “Corrupt practice” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
   3. “Fraudulent practice” includes a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Norwegian Refugee Council and includes collusive practices among Bidders prior to or after bid submission designed to establish bid prices at artificial, non-competitive levels and to deprive the Norwegian Refugee Council of the benefits of free and open competition.
   4. In any case where fraud or corruption is identified, NRC will:

* reject any bids where the Bidder has engaged in corrupt or fraudulent practices in competing for the Contract.
* remove bidding contractors who engage in fraudulent or corrupt practices, from our prequalified list
* liaise with District Officials to report if fraudulent or corrupt practices are identified.
* terminate works.
  1. Any communications between a Bidder and the Norwegian Refugee Council related to matters of alleged fraud or corruption must be made in writing and addressed to the Country Director in SUDAN

1. **ELIGIBLE BIDDERS**
   1. A Bidder shall meet the following criteria to be eligible to participate in NRC procurement of Works:
2. the bidder, at the time of bid, is not:
   * 1. insolvent.
     2. in receivership.
     3. bankrupt; or
     4. being wound up
3. the bidder’s business activities have not been suspended.
4. the bidder is not the subject of legal proceedings for any of the circumstances in (b); and
5. The bidder has fulfilled his or her obligations to pay taxes and social security contributions. In a case where VAT is included in a bid, a copy of the VAT certificate must accompany the bid. A Bidder, and all parties constituting the Bidder including sub-contractors, shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder, or influence the decisions of the Norwegian Refugee Council regarding this bidding process
   1. A Bidder whose circumstances in relation to eligibility change during a procurement process or during the execution of a contract shall immediately inform the Norwegian Refugee Council.
   2. NRC reserves the right to refuse a bid at any time if the bidder or one of its sub-contractors provided material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates or is found guilty of fraud, active corruption, collusion, coercive practice, bribery, involvement in a criminal organization or illegal activity, or immoral human resources practices, including but not limited to: child labor, non-discrimination, freedom of association, payment of the legal national minimum wage, and forced labor.
6. **JOINT VENTURES, CONSORTIA AND ASSOCIATIONS**

Bids submitted by a joint venture, consortium, or association of two or more firms as partners will only be accepted in exceptional circumstances.

1. **ONE BID PER BIDDER PER WORK**

Each Bidder shall submit only one Bid per contract. A Bidder who submits or participates in more than one bid per contract will cause all the bids with the Bidder’s participation to be rejected.

1. **COST OF BIDDING**

The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Norwegian Refugee Council shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1. **SITE VISIT**

There is no site visit for this rehabilitation project, the works will be implemented in the IDP camps in the three localities namely **ElGeneina, Kereinik, and Jabal Moon**, works to be implemented are mainly rehabilitation or reconstruction of damaged parts of substandard shelters.

1. **CLARIFICATION MEETING/SUPPLIER SESSION**

It is planned to hold a supplier meeting session in Geneina on 19/04/2023 at 14.00, local time.

1. **INSPECTION**

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 organization 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.

1. **OBTAINING AND COMPLETING BIDDING DOCUMENTS** 
   1. Bidders who did not obtain the Bidding Document directly from the Norwegian Refugee Council will be rejected during evaluation. Where a Bidding Document is obtained from the Norwegian Refugee Council on a Bidder’s behalf, the Bidder’s name must be registered with the Norwegian Refugee Council at the time of issue.
   2. The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the bid.

* Bidders are able to obtain the bidding documents either by writing to the following email address [**SD.procurement@nrc.no**](https://norwegianrefugeecouncil.sharepoint.com/sites/sd-khartoum-sudan-startup/Shared%20Documents/05%20-%20Logistics/KRT%20CO/Procurement/PROCUREMENT%20FILES/PF-KRT-500%20-%20GAD%20Construction%20of%20school%20&%20Fencing/SD.procurement@nrc.no)  ; Or by pick-up in person from Logistics Department from Sunday to Thursday 08:00 to 16:00 at our office located in:
* **Nile Tower, Fourth Floor Block 10, Building #20, Street 63 - Khartoum – Sudan and**
* **ElGeneina Office ElGamarik area House no 90 Block 5 North to Current UNICEF Office West Darfur, ElGeneina Sudan.**

1. **CLARIFICATION OF BIDDING DOCUMENT**

A prospective Bidder requiring any clarification of the Bidding Document shall contact the Norwegian Refugee Council in writing. The Norwegian Refugee Council will respond in writing to any request for clarification before the deadline for clarification of bids. The Norwegian Refugee Council shall forward copies of its response to all Bidders who have acquired the Bidding Document, including a description of the inquiry but without identifying its source.

1. **AMENDMENT OF BIDDING DOCUMENT** 
   1. At any time, prior and until 48 hours prior to the deadline for submission of bids, the Norwegian Refugee Council may amend or cancel the Bidding Document by informing the bidders in writing.
   2. To give prospective Bidders reasonable time in which to take an amendment or cancellation into account in preparing their bids, the Norwegian Refugee Council can, at his discretion, extend the deadline for the submission of bids.
2. **LANGUAGE OF BID**
   1. The bid, as well as all correspondence and documents relating to the bid shall be written in English.
   2. Supporting documents and printed literature that are part of the bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, such translation shall govern.
   3. NRC may request the bidder to translate relevant document related to the bid.
3. **DOCUMENTS COMPRISING THE BID**
   1. The bid submitted by the Bidder shall comprise the following:

* Signed and stamped Contractor’s Biding form in Section 5
* Any other information and documents requested in Section 4.
* Service provision Schedule (as in Section 6)
* Company Profile and Previous experience (as in Section 7)
* Service Description and Pricing Proposal (as in Section 8)
* Signed and stamped Supplier Ethical Standards Declaration (as in Section 9)
  1. All forms must be completed without any alterations to the format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

1. **BID PRICE FOR WORKS CONTRACT**
2. Bid prices are for complete contracts. Contracts cannot be subdivided into pieces. Where a bid is submitted, all relevant BOQ must be completed.
3. The Bidder shall fill in rates and prices for all items of the Works/supply or service described in the drawings and specifications and listed in the BOQ, Items for which no rate or price is entered by the Bidder will not be paid for by the Norwegian Refugee Council when executed and shall be deemed covered by the other rates and prices in the BOQ.
4. Unless otherwise specified in the Bid Data Sheet, all duties, taxes, and other levies payable by the contractor under the contract, shall be included in the total bid price submitted by the bidder.
5. For bidder subject to VAT should be mentioned in the offers
6. The priced Bill of Quantities submitted by any Bidder shall be checked for arithmetical errors and for what might be considered unreasonable rates during the evaluation. Where errors are identified one or more of the following steps may be taken:
7. If any rates are considered to be unrealistic or unreasonable, they may be altered by mutual agreement, provided that no alteration shall be made in the amount of the Bid.
8. If any arithmetical errors are detected in an otherwise acceptable bid, and the Bidder, on being so notified, is prepared to confirm his bid and if the Bidder is subsequently awarded the contract, then the Bid shall be altered to reflect the difference.
9. The Bidder is reminded that it is entirely his responsibility to ensure the accuracy of his bid. No alteration will be made to the bid after its submission on the grounds of any arithmetical errors subsequently discovered except as provided above.
10. **CURRENCIES OF BID AND PAYMENT**
    1. All prices shall be quoted by the Bidder either in **Sudanese Pound (SDG) or United State Dollar (USD)**, unless otherwise stated. Similarly, all payments will be made in the same currency.
    2. By default, payment will be made within 30 days of completion of delivery and submission of all necessary documentation (**Completion Certificate, required other Report as requested by NRC and Formal Invoice inclusive VAT**). Failure to provide all necessary documents will result in delays.
    3. NRC will favor payment in SDG. In case supplier quoted in USD, payment will be made in the same bank NRC has account, NRC has USD bank accounts in (**Blue Nile Mashreg Bank BNMB, United Capital Bank UCB**), For payment within Sudan, you must have a bank account in one of the same banks as NRC.
11. **BID VALIDITY**
    1. Bids shall remain valid for a period of **90 calendar days** after the date of the bid submission deadline as prescribed by Norwegian Refugee Council. A bid valid for a shorter period shall be rejected as non-compliant.
    2. In exceptional circumstances, prior to the expiration of the bid validity period, the Norwegian Refugee Council may request Bidders in writing to extend the period of validity of their bids. A Bidder must confirm in writing his acceptance of the extension. In case of extension, modification of the bid is not permitted.
12. **ALTERNATIVE BIDS**

Bidders shall submit offers that comply with the requirements of the bidding documents, including the basic technical design as indicated in the drawings and specifications. Alternative bids shall not be considered unless otherwise indicated in Section 2 – the Bid Data Sheet.

1. **FORMAT AND SIGNING OF BID**

The Bidder shall prepare one set of bid documents per contract that he wishes to bid for. The bidder should hold a copy of the documents with himself, for reference purposes.

1. **SEALING AND MARKING OF THE BID**
   1. The Bidder shall enclose the bid for each contract in a plain envelope securely sealed
   2. The envelopes shall:
   3. be addressed to the Logistics Office, Norwegian Refugee Council, in the location specified in Section 2 – the Bid Data Sheet
   4. bear the Contract number.
   5. no other markings should be on the envelope.
   6. If all envelopes are not sealed and marked as required, the Norwegian Refugee Council will reject the bid
2. **DEADLINE FOR SUBMISSION OF BIDS**

Bids must be received by the Norwegian Refugee Council at the address given and no later than the date and time indicated in Section 2 - the Bid Data Sheet.

1. **LATE BIDS**

The Norwegian Refugee Council shall not consider any bid that arrives after the deadline for submission as stipulated in Section 2 – the Bid Data Sheet. Any bid received by the Norwegian Refugee Council after the deadline for submission of bids shall be declared late and rejected.

1. **WITHDRAWAL AND REPLACEMENT OF BIDS**
   1. A Bidder may withdraw or replace its bid after it has been submitted at any time before the deadline for submission of bids by sending a written notice, signed by an authorized representative. Any corresponding replacement of the bid must accompany the respective written notice. All notices must be:
2. submitted as with Clauses 20 and 21, and in addition, the envelopes shall be clearly marked “WITHDRAWAL” or “REPLACEMENT” and
3. received by the Norwegian Refugee Council prior to the deadline for submission of bids, in accordance with Section 2 – the Bid Data Sheet
   1. After the opening of bids, modifications to bids must be documented and any discussions reported in writing. A bid may be withdrawn at any stage, with written notice.
4. **CONFIDENTIALITY**
   1. Information relating to the examination, evaluation, comparison, and post-qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until information detailing the best evaluated Bidder is communicated to all Bidders.
   2. Any effort by a Bidder to influence the Norwegian Refugee Council in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its bid.
   3. From the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Norwegian Refugee Council on any matter related to the bidding process, it should do so in writing.
5. **CLARIFICATION OF BIDS**

Norwegian Refugee Council may, at its discretion, ask any Bidder for a clarification of its Bid. The Norwegian Refugee Council’s request for clarification and the response shall be in writing. Any clarification submitted by a Bidder that is not in response to a request by the Norwegian Refugee Council shall not be considered. All requests for clarifications shall be copied to all bidders for information purposes. No change in the price or substance of the bid shall be permitted, except to confirm the correction of errors.

1. **BIDS VALIDATION**
   1. The Norwegian Refugee Council’s determination of a Bid’s validity is to be based on the contents of the bid itself, which cannot be corrected if determined to be invalid.
   2. A valid bid is one that complies with all the terms, conditions, and specifications of the Bidding Document, without deviation or omission, which affects, or could affect:
2. the scope, quality, or performance of the Works specified in the Contract; or
3. limits in any substantial way, the Norwegian Refugee Council’s rights, or the Bidder’s obligations under the Contract
4. **EVALUATION OF BID**
   1. The Norwegian Refugee Council shall examine the legal documentation and other information submitted by Bidders to verify eligibility, and then will review and score bids according to the following criteria.
5. Completion and inclusion of requested information and supporting documents (Administrative compliance)
6. Price in comparison to NRC estimated rate (Financial evaluation)
7. Overall timeframe for the works (Technical evaluation)
8. Schedules (Key Personnel and Activity schedule) (Technical evaluation)
9. Bill of Quantities (Financial & Technical evaluation)
10. Previous experiences in similar works (Technical evaluation)
11. Current financial statement (Proof of financial capability – last one-year financial audited statement).
12. Updated CVs for the technical personnel that will work on the project.
13. List of company plants and equipment
    1. In case of two contractors being scored the same in the evaluation, the one with the highest technical ranking will be awarded the contract.
    2. Anti-money laundering, anti-bribery, anti-corruption, and anti-terrorism legislation applicable in some jurisdictions may require NRC to verify the identity of the bidder prior to financial transactions. NRC reserves the right to use online screening tools to check the bidder’s record with regards to their possible involvement in illegal or unethical practices.
    3. Norwegian Refugee Council reserves the right to reject all bids, and re-tender if no satisfactory bids are submitted.
14. **AWARD PROCEDURE**
    1. The Norwegian Refugee Council shall award the Contract in writing, with an award letter, to the Bidder whose offer has been determined to be the best before the end of the bid validity period.
    2. Any bidder who has not been awarded a contract, will be notified in writing.
    3. Until a formal contract is prepared and executed, the Award Letter shall constitute a binding agreement between the bidder and NRC.
    4. The Award Letter will state the sum that the Norwegian Refugee Council will pay the Contractor in consideration of the Works as prescribed in the Contract, and in accordance with the Bid.
    5. The Bidder is thereafter required to submit a Letter of Acceptance, confirming their wish to proceed with a contract.
15. **SIGNING OF CONTRACT**
    1. Upon receipt of the Letter of Acceptance, the Norwegian Refugee Council shall call the successful Bidder to sign the Contract.
    2. Within an agreed timeframe, the successful Bidder shall sign, date, and return the Contract to the Norwegian Refugee Council.
16. **CONTRACT**
    1. The Contractor-to-be will comply with a Works Contract, which will foresee, among others, the following commitments:
17. Non-exploitation of child labor and respect of basic social rights and working conditions (including security regulations and insurance for labor);
18. Provide transport, with insurance coverage for the materials, up to the warehouse and construction sites.
19. Accomplish the works, according to the required quantities and technical specifications indicated in the Bill of Quantities and Technical Drawings (SECTIONS 7 and 8), within the proposed timeframe
20. **SUBCONTRACTING**

Please be advised that subcontracting is not permitted. Bidders must have the capacity to complete the works themselves.

# SECTION 4: WORKS CONTRACT - Technical description of the bid

**Bank Guaranty:**

Contractors will be requested to provide a bank/insurance guaranty for the value of the advance payment requested (NRC can commit to a maximum 30% advanced payment against a bond insurance for 30% of the total contract value)

The bank/insurance guaranty will be returned to the contractor after 100% completion of work.

**Warranty period & Defect liability guaranty:**

A warranty period of **120 days** will be observed. This period will start the day following the reception of the completed work. During the warranty period, the contractor will be obliging to resolve / correct all defects notified to him by NRC.

10% of the total value of the contract will be retained by NRC to cover the warranty period.

The retained amount will be paid once all defects (if any) have been corrected, and within 15 days after the end of the warranty period in case no defects were notified to the contractor.

# SECTION 5: BIDDING FORM

**Please provide information against each requirement.**

Additional rows can be inserted for all questions as necessary. If there is insufficient space to complete your answer in the space provided, please include on a separate attachment with a reference to the question.

1. **Bidder’s general business details**
2. **General information**

|  |  |
| --- | --- |
| **Company name:** |  |
| **Any other trading names of company:** |  |
| **Registered name of company (if different):** |  |
| **Nature of primary business/trade:** |  |
| **Primary contact name:** |  |
| **Job title:** |  |
| **Phone:** |  |
| **Email:** |  |
| **Registered Address:** |  |
| **Business licence number:** |  |
| **Country of registration** |  |
| **Registration date:** |  |
| **Expiry date:** |  |
| **Legal status of company (e.g., partnership, private limited company, etc.)** |  |

1. **Owners/Managers**

Please fill in the below table with the full names and the year of birth of the company’s owner(s) and manager(s)\*:

|  |  |
| --- | --- |
| **Full name** | **Year of birth** |
|  |  |
|  |  |
|  |  |
|  |  |

*\* Please note this information is necessary in order to conduct the vetting procedure referred to in clause 25 of the Invitation to Bid-General Terms and Conditions.*

1. **Employees**

Please list the employees who would be involved with NRC in the event of contract award:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employee name** | **Job title** | **Role on NRC project** | **Phone** | **Email** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| … |  |  |  |  |

1. **Company bank account details:**

|  |  |  |
| --- | --- | --- |
| Beneficiary name: |  |  |
| Beneficiary account no.: |  |  |
| Beneficiary Bank: |  |  |
| Bank branch: |  |  |
| SWIFT: |  |  |
| IBAN: |  |  |
| Bank address: |  |  |

1. **References**

Please provide details of at least 3 client references whom NRC may contact, preferably from NGOs and UN agencies, for similar related works:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client/company name** | **Contact person** | **Phone** | **Email** | **Contract details (works, location, size, value, etc)** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| … |  |  |  |  |

1. **Equipment**

Please provide details of any relevant machinery/equipment/vehicles owned by the company that would potentially be used for construction: (do not mention rented items):

|  |  |
| --- | --- |
| **Type of machinery/ equipment/ vehicles** | **Quantity** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| 6. |  |
| … |  |

1. **Defects Liability/Guarantee Period**

Please provide details below of the defect liability and guarantee period you offer on the works included in this contract:

|  |
| --- |
|  |

1. **Bid Validity**

Please confirm the validity of your bid below (in calendar days):

|  |
| --- |
|  |

1. **Confirmation of Bidder’s compliance**

We, the Bidder, hereby certify that our tender is a genuine offer and intended to be competitive and we confirm we are eligible to participate in public procurement and meet the eligibility criteria specified in the Invitation to Bid. We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

The following documents are included in our **Bid**: **(please indicate which documents are included by ticking the boxes below).**

|  |  |
| --- | --- |
| **Documents** | **included** |
| Section 5: Bidding form; completed, signed, and stamped | ☐ |
| Section 6: Work Schedule; completed, signed, and stamped | ☐ |
| Section 7: Company Profile and Previous Experience; completed, signed, and stamped | ☐ |
| Section 8: Pricing Proposal; completed, signed, and stamped | ☐ |
| Section 9: Supplier’s ethical standards declaration; completed, signed, and stamped | ☐ |
| Copy of valid business licence | ☐ |

We understand that NRC is not bound to accept the lowest, or indeed any bid, received.

We agree that NRC may verify the information provided in this form itself or through a third party as it may deem necessary.

**We confirm that NRC may in its consideration of our offer, and subsequently, rely on the statements made herein.**

|  |  |
| --- | --- |
| Name of Signatory: | Tel N°: |
| Title of Signatory: | Name of Company: |
| Signature & stamp: | Date of Signing: |
| Address: |

# SECTION 6: Work Schedule

Schedule to include:

1. Duration of each sub-activity
2. Total duration of the works
3. Detailed list of proposed **Personnel/Manpower** involved in the activities (e.g. engineers, site supervisors, foremen, masons, carpenters, plumbers, unskilled labors, etc.) with an estimate of the total man-day completed by each of the skills.

## Detailed delivery schedule

**Shelter rehabilitation  *In West Darfur State,*** Geneina, Kereink, and Jebel Moon,

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Description** | **Unit** | **Quantity** | **Lead time for ElGeneina (In calendar days)** | **Kereienik**  **(In calendar days)** | **Lead time for Jabal Moon (In calendar days)** |
| **Supply of needed materials tools, machineries, and resources for Rehabilitation of SHELTER in** West Darfur State, Geneina, Kereink, and Jebel Moon. | **xxxx** | **XXXXX** |  |  |  |

**LOT 1 : Walls Construction and Preparation Work+ Ceiling Work**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No#** | **Item** | **Description** | **Unit** | **Quantity** | **Unit cost** | **Total Cost** | **Estimated time frame to complete rehabilitation of 20 shelters, or the supplier capacity to rehabilitate 20 shelters at 50% damage rate** |
| **1.** | Excavation/cut & fill أعمال الحفر و الطمم | Provide needed materials, labors, tools, and machineries needed for levelling the ground and doing any necessary cut fill works. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لتسوية الأرض والقيام بأي أعمال ردم أو قطع ضرورية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | **1** |  |  |  |
| **2.** | Extensive demolition and site clearing أعمال الهدم و التفكيك و تنظيف الموقع | Provide needed materials, labours, tools, and machineries needed for dismantle and removal of any existing unwanted items and remove all debris from site. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لتفكيك وإزالة أي عناصر موجودة غير مرغوب فيها وإزالة جميع الحطام من الموقع. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | ls | **1** |  |  |  |
| **3.** | Demolish part of the building walls أعمال الهدم و التفكيك لأجزاء من جدران المأوى و تنظيف الموقع | Provide needed materials, labours, tools, and machineries needed for Demolish the cracked/identified areas from the shelter walls, cleaning the site from debris as per the NRC site engineer instructions. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لهدم المناطق المتصدعة / المحددة من جدران المأوى ، وتنظيف الموقع من الحطام وفقًا لتعليمات مهندس موقع NRC. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | **1** |  |  |  |
| **4.** | Exterior or Interior Burned Red Bricks walls/partitions جدران طوب طين ني 30سم | Provide the wet bricks and all materials (mud, sand, aggregate), labours, tools, and machineries needed for construction of a 30cm wet bricks walls or partitions providing a mortar layer of at least 13mm between the courses. Works shall be conducted according to the agreed specifications. توفير الطوب الطيني/الرطب وجميع المواد (طين والرمل والركام) والعمالة والأدوات والآلات اللازمة لبناء جدران أو قواطع من الطوب الطيني/الرطب بسمك 30 سم توفر طبقة ملاط لا تقل عن 13 مم بين الدورات. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | **1** |  |  |  |
| **5.** | Exterior or Interior Stabilized Soli Bricks (SSB) walls/partitions جدران طوب مثبت بالاسمنت 30سم | "Provide needed materials, labours, tools, and machineries needed for the construction of Stabilized Soil Bricks wall or partitions (SSB bricks, cement, sand, aggregate).  The SSB wall is 30cm thick, supplier shall provide a mortar layer of at least 13mm between the courses. Works shall be conducted according to the agreed specifications." "توفير المواد والعمالة والأدوات والآلات اللازمة لبناء حوائط أو حواجز من طوب التربة المستقر (طوب SSB ، أسمنت ، رمل ، ركام).  يبلغ سمك جدار SSB 30 سم ، ويجب على المورد توفير طبقة ملاط لا تقل عن 13 مم بين الدورات. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | **1** |  |  |  |
| **6.** | Reinfroced concrete beam جسر خرساني مسلح اعلى الشبابيك و الابواب | Provide all materials needed (cement, sand, aggregate, steel), labours, tools, and machineries needed for casting reinforced concrete lintel beam of 20 cm height, 30cm width for the parts of shelter walls will be built mixing cement, gravel sand ratio 1:2:4, using 12mm diameter reinforced steel bar 4 bars for main and 6 mm stirrups @ 20 cm intervals/spacing. Works shall be conducted according to the agreed specifications. توفير جميع المواد اللازمة (الأسمنت والرمل والركام والصلب) والعمالة والأدوات والآلات اللازمة لصب العارضة الخرسانية المسلحة بارتفاع 20 سم وعرض 30 سم لأجزاء جدران المأوى التي ستبنى, بخلط الأسمنت والحصى نسبة الرمل 1 : 2: 4 ، باستخدام قضيب فولاذي مقوى بقطر 12 مم ، 4 قضبان للتسليح الرئيسي وكانات بقطر 6 مم على مسافة 20 سم / تباعد. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | ml | **1** |  |  |  |
| **7.** | Exterior or Interior Grass walls/partitions جدران من القش | "Provide all needed materials (Wood poles, Bamboo sticks, and the Reed mat (Shargania)), labours, tools, and machineries needed for grass wall construction.  The wood poles shall be Not less than 2.0 meter length, Side Short Poles/Sheba (Y pole) (3"" dia top to bottom, tolerance +- 2%).The hardwood can be of Ban, Sahab or babanus tree, fresh local harvest, with bark unstripped, free from decay, insect attack, rot pockets any damages caused by handling and processing.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  The Reed mat ( Shargania) made from grass size needed to cover the shelter walls.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (أعمدة خشبية ، أعواد بامبو ، حصيرة من القصب (شرقانية)) ، عمال ، أدوات ، وآلات لازمة لبناء الجدران من القش.  يجب ألا يقل طول الأعمدة الخشبية عن 2.0 متر ، أعمدة قصيرة جانبية / شيبا (قطب Y) (قطر 3 بوصات من أعلى إلى أسفل ، تحمل + - 2٪) يمكن أن يكون الخشب الصلب من شجرة بان أو سحاب أو بابانوس محلي طازج الحصاد ، مع اللحاء غير المقطوع ، وخالي من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  عصا الخيزران/البامبو (بقطر @ 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب/القش (شرقانية) مصنوعة من حجم القش اللازم لتغطية جدران المأوى.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | **1** |  |  |  |
| **8.** | Exterior or Interior Bamboo walls/partitions جدران من القصب | "Provide all needed material (Wood poles, Bamboo sticks, and Bamboo Reed mat), labours, tools, and machineries needed for Bamboo walls construction.  Wood poles shall be Not less than 2.0 meter length, Side Short Poles/Sheba (Y pole) (3"" dia top to bottom, tolerance +- 2%).The hardwood can be of Ban, Sahab or babanus tree, fresh local harvest, with bark unstripped, free from decay, insect attack, rot pockets any damages caused by handling and processing.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  Reed mat made from grass bundle diameter of 50cm and 1.50m length to cover the shelter walls.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (أعمدة خشبية ، أعواد الخيزران ، حصير قصب البامبو) والعمالة والأدوات والآلات اللازمة لبناء جدران من البامبو.  يجب ألا يقل طول أعمدة الخشب عن 2.0 متر ، أعمدة قصيرة جانبية / قطب شيبا (قطب Y) (قطر 3 بوصات من أعلى إلى أسفل ، تحمل + - 2٪) يمكن أن يكون الخشب الصلب من شجرة بان أو سحاب أو بابانوس ، حصاد محلي طازج ، مع اللحاء غير المقطوع ، وخالي من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  عصا الخيزران/البامبو (بقطر 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب/البامبو مصنوعة من حزمة عشب قطرها 50 سم وطول 1.50 م لتغطية جدران المأوى.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | **1** |  |  |  |
| **9.** | Foundations works أعمال الحفر و الطمم للقاعدة | Provide needed materials, labours, tools, and machineries needed for excavation of the foundation trench for the shelter wall of 0.5 wide and 0.5m depth, and Rock fill inside the trench 0.5m depth and 0.5m wide filled with sand and well compacted. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لحفر خندق الأساس لجدار المأوى بعرض 0.5 متر وعمق 0.5 متر ، وملء الصخور داخل الخندق بعمق 0.5 متر وعرض 0.5 متر مليء بالرمل ومضغوط/مدموك جيدًا. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | ml | **1** |  |  |  |
| **10.** | Foundations works أعمال الحفر و الطمم للقاعدة | Provide needed materials, labours, tools, and machineries needed for excavation of the foundation trench for the shelter wall of 0.5 wide and 0.7 m depth, and Rock fill inside the trench 0.7m depth and 0.50m wide filled with sand and well compacted. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لحفر خندق الأساس لجدار المأوى بعرض 0.5 متر وعمق 0.7 متر ، وملء الصخور داخل الخندق بعمق 0.7 متر وعرض 0.50 متر مليء بالرمل ومضغوط/مدموك جيدًا. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | ml | **1** |  |  |  |
| **11.** | Foundations works أعمال الحفر و الطمم للقاعدة | Provide needed materials, labours, tools, and machineries needed for excavation of the foundation trench for the shelter wall of 0.5 wide and 0.7 m depth, and Rock fill inside the trench 0.7m depth and 0.50m wide filled with sand and well compacted. Works shall be conducted according to the agreed specifications. توفير المواد والعمالة والأدوات والآلات اللازمة لحفر خندق الأساس لجدار المأوى بعرض 0.5 متر وعمق 0.7 متر ، وملء الصخور داخل الخندق بعمق 0.7 متر وعرض 0.50 متر مليء بالرمل ومضغوط/مدموك جيدًا. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m³ | **1** |  |  |  |
| **12.** | Foundation Bricks works جدران الطوب اسفل الجسر الخرساني الارضي | Provide the burned bricks and all materials (cement, sand, aggregate), labours, tools, and machineries needed for construction of a 30cm thick burned bricks walls under teh ground beam providing a mortar layer of at least 13mm between the courses. Works shall be conducted according to the agreed specifications. توفير الطوب المحروق وجميع المواد (الأسمنت والرمل والركام) والعمالة والأدوات والآلات اللازمة لبناء جدران من الطوب المحروق بسمك 30 سم تحت العارضة الأرضية وتوفير طبقة ملاط لا تقل عن 13 مم بين الدورات. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | **1** |  |  |  |
| **13.** | Reinfroced concrete ground beam جسر خرساني مسلح للقاعدة اسفل الجدار | Provide all materials needed (cement, sand, aggregate, steel), labours, tools, and machineries needed for casting reinforced concrete great beam (ground beam) of 30 cm height, 30cm thick for the shelter walls will be built mixing cement, gravel sand ratio 1:2:4, using 12mm diameter reinforced steel bar 6 bars for main and 6 mm stirrups @ 20 cm intervals/spacing. Works shall be conducted according to the agreed specifications. توفير جميع المواد اللازمة (الأسمنت والرمل والركام والصلب) والعمالة والأدوات والآلات اللازمة لصب الخرسانة المسلحة (العارضة الأرضية) بارتفاع 30 سم وسماكة 30 سم لجدران المأوى التي ستبنى بخلط الأسمنت والرمل الحصى النسبة 1: 2: 4 ، باستخدام قضيب فولاذي مقوى بقطر 12 مم كتسليح اساسي، 6 قضبان ركاب رئيسية وكانات بقطر 6 مم على مسافة 20 سم / تباعد. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | ml | **1** |  |  |  |
| **14.** | Plastic sheet for walls مشمع بلاستيكي للجدران | Plastic Sheeting - 4m x 5m plastic tarpaulin with metallic holes (eyelets) at corners and sides (minimum 8). Heavy duty, durable, weatherproof, water impervious. أغطية بلاستيكية - مشمع بلاستيك 4 م × 5 م بفتحات معدنية (ثقوب) في الزوايا والجوانب (8 كحد أدنى). متين ، مقاوم للطقس والعوامل الجوية ، ضد الماء. | pcs | **1** |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **15** | CGI Corrugated Roofing - Zink Ceilingأسطح الحديد المغلفن للأسقف | Provide all materials needed, labours, tools, and machineries needed for construction of a galvanized iron corrugated roofing for needed roofs by using corrosion resistant sheets with 0.35-0.4 mm thickness and construct with using hollow box steel tubes of 8X4cm, 1.2mm thickness, as bearing beams with all needed materials of screws types & welding material. Works shall be conducted according to the agreed specifications. تأمين جميع المواد اللازمة ، والعمالة ، والأدوات ، والآلات اللازمة لإنشاء الأسقف الحديدية المموجة من الحديد المجلفن للأسقف المطلوبة باستخدام ألواح مقاومة للتآكل بسماكة 0.35 - 0.4 مم (الواح زنك) ، والبناء باستخدام أنابيب فولاذية مجوفة بقياس 8X4 سم وسمك 1.2مم كقضبان تحمل, العمل يشمل توفير جميع المواد اللازمة من أنواع البراغي ومواد اللحام. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | 1 |  |  |  |
| **16** | CGI Corrugated boardالواح حديد مغلفن لصيانة الاسطح | Provide all materials needed, labours, tools, and machineries needed for construction and install galvanized iron corrugated roofing for needed roofs by using corrosion resistant sheets with 0.35-0.4 mm thickness to be installed on the existed steel beams with all needed materials , screws types & welding material. Works shall be conducted according to the agreed specifications. توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لإنشاء وتركيب الأسقف المموجة من الحديد المجلفن للأسقف المطلوبة باستخدام ألواح مقاومة للتآكل بسماكة 0.35-0.4 مم يتم تثبيتها على الكمرات الفولاذية الموجودة مع جميع المواد اللازمة وأنواع المسامير والبراغي. مواد لحام. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | 1 |  |  |  |
| **17** | Section Panel طبقتين من الحديد مغلفن مع طبقة غازلة | Provide and install two layer from galvanized iron corrugated, between them full with foam for walls and slab with using steel beams. انشاء سقف من الاسطح الجاهزة (طبقتين من الزينكو وطبقة غازلة ) مع توفير جميع المواد اللازمة من قضبان حديد. | m² | 1 |  |  |  |
| **18** | Steel Structure for ceiling, flat shapeهيكل معدني للأسقف المعدنية المسطحه | Provide all materials needed, labours, tools, and machineries needed for installation a steel structure for ceiling, the steel structure will formed by using rectangular hollow section steel tubes of 80X40 mm thickness of 1.2mm. The steel tubes will be used for the rafter and purlins. Spacing between the steel structure tubes should not be more than 1.5m for the main beams, and not more than 2.0m for the secondary beams/rafters. Works shall be conducted according to the agreed specifications. توفير جميع المواد اللازمة ، والعمالة ، والأدوات ، والآلات اللازمة لتركيب الهيكل المعدني الصلب للسقف ، وسيتم تشكيل الهيكل المعدني باستخدام أنابيب فولاذية مستطيلة الشكل مجوفة بسمك 80 × 40 مم بسمك 1.2 مم. سيتم استخدام الأنابيب الفولاذية للعوارض والمدادة. يجب ألا يزيد التباعد بين أنابيب الهيكل الفولاذي عن 1.5 متر للعوارض الرئيسية ، ولا يزيد عن 2.0 متر للعوارض الثانوية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² |  |  |  |  |
| **19** | Steel Structure for ceiling, Truss shape (Jamaloon) هيكل معدني للأسقف المعدنية بشكل جمالون | Provide all materials needed, labours, tools, and machineries needed for installation a steel structure for ceiling with Truss shape, the structure will formed by using rectangular hollow section steel tubes of 80X40 mm thickness of 1.2mm. The steel tubes will be used for the rafter and purlins and for the Truss elements. Spacing between the steel structure Trusses should not be more than 1.5m. Truss design as per the technical drawings. Works shall be conducted according to the agreed specifications. توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتركيب هيكل من الصلب للسقف على شكل جمالون ويتم تشكيل الهيكل باستخدام أنابيب فولاذية مستطيلة الشكل مجوفة بسمك 80 × 40 مم بسمك 1.2 مم. سيتم استخدام الأنابيب الفولاذية للعوارض والمدادة ولعناصر الجمالون. يجب ألا يزيد التباعد بين دعامات الهيكل الفولاذي عن 1.5 متر. تصميم الجمالون حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها. | m² | 1 |  |  |  |
| **20** | Grass Ceiling for Kornokسقف من القش للكرنك | "Provide all needed materials (Wood poles/beams, Bamboo sticks, Rope, Reed mat (Shargania), and Plastic sheet), labours, tools, and machineries needed for grass ceiling construction.  The wood poles/beams shall be Not less than 4 meter length, Long Poles/beams (3"" dia top to bottom, tolerance +- 2%) The hardwood can be of Ban, Sahab or babanus tree, fresh local harvest, with bark unstripped, free from decay, insect attack, rot pockets any damages caused by handling and processing.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  The Reed mat ( Shargania) made from grass size needed to cover the shelter walls.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (عوارض خشبية ، أعواد بامبو ، حبال ، حصيرة من القصب (شرقانية) ، مشمعات بلاستيكية) والعمالة والأدوات والآلات اللازمة لبناء الأسقف العشبية.  يجب ألا يقل طول العوارض الخشبية عن 4 أمتار ، عوارض طويلة (3 بوصات من أعلى إلى أسفل ، تحمل + - 2٪) يمكن أن يكون الخشب الصلب من شجرة بان أو سحاب أو بابانوس ، حصاد محلي طازج ، بدون لحاء ، خالي من تسوس ، هجوم الحشرات ، تعفن جيوب أي أضرار ناتجة عن المناولة والمعالجة.  عصا الخيزران (بقطر 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب (شرقانية) مصنوعة من حجم العشب/القش اللازم لتغطية جدران المأوى.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | 1 |  |  |  |
| **21** | Bamboo Ceiling for Gottia سقف من القصب للقطية | "Provide all needed materials (Wood poles/beams, Bamboo sticks, Rope, Reed mat mesh), labours, tools, and machineries needed for Bamboo ceiling construction.  The wood poles/beams shall be Not less than 4 meter length, Long Poles/beams (3"" dia top to bottom, tolerance +- 2%) The hardwood can be of Ban, Sahab or babanus tree, fresh local harvest, with bark unstripped, free from decay, insect attack, rot pockets any damages caused by handling and processing.  Not less than 5.0 meter length, Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%)Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  Reed mat made from grass bundle diameter of 50cm and 1.50m length.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (عوارض خشبية ، عصي بامبو ، حبال ، حصيرة من القصب) ، العمالة ، الأدوات ، والآلات اللازمة لبناء الأسقف المصنوعة من الخيزران.  يجب ألا يقل طول العوارض الخشبية عن 4 أمتار ، عوارض طويلة (قطر 3 بوصات من أعلى إلى أسفل ، تحمل + - 2٪) يمكن أن يكون الخشب الصلب من شجرة بان أو سحاب أو بابانوس ، حصاد محلي طازج ، بدون لحاء ، خالي من تسوس ، هجوم الحشرات ، تعفن جيوب أي أضرار ناتجة عن المناولة والمعالجة.  لا يقل طوله عن 5.0 متر ، عصا خيزران (بقطر2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب مصنوعة من حزمة عشب/القصب قطرها 50 سم وطول 1.50 م.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | 1 |  |  |  |
| **22** | Truss Grass Ceiling wood elements سقف من القش للكرنك بشكل جمالون هيكل خشبي | "Provide all needed materials (Wood poles/beams, Bamboo sticks, Rope, Reed mat (Shargania), and Plastic sheet), labours, tools, and machineries needed for Truss shape grass ceiling construction.  The wood poles/beams shall be Not less than 4 meter length, Long Poles/beams (3"" dia top to bottom, tolerance +- 2%) The hardwood can be of Ban, Sahab or babanus tree, fresh local harvest, with bark unstripped, free from decay, insect attack, rot pockets any damages caused by handling and processing.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  The Reed mat ( Shargania) made from grass size needed to cover the shelter walls.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (عوارض خشبية ، أعواد بامبو ، حبال ، حصيرة من القصب (شرقانية) ، مشمعات بلاستيكية) ، العمالة ، الأدوات ، والآلات اللازمة لبناء الأسقف العشبية/القش على شكل جمالون خشبي.  يجب ألا يقل طول العوارض الخشبية عن 4 أمتار ، عوارض طويلة (قطر 3 بوصات من أعلى إلى أسفل ، تحمل + - 2٪) يمكن أن يكون الخشب الصلب من شجرة بان أو سحاب أو بابانوس ، حصاد محلي طازج ، بدون لحاء ، خالي من تسوس ، هجوم الحشرات ، تعفن جيوب أي أضرار ناتجة عن المناولة والمعالجة.  عصا الخيزران (بقطر 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب (شرقانية) مصنوعة من حجم العشب اللازم لتغطية جدران المأوى.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | 1 |  |  |  |
| **23** | Truss Grass Ceiling Steel elements سقف من القش للكرنك بشكل جمالون هيكل معدني | "Provide all needed materials (Steel tube, Bamboo sticks, Rope, Reed mat (Shargania), and Plastic sheet), labours, tools, and machineries needed for grass ceiling construction.  The steel tube shall be Not less than 4 meter length, of a 80X40mm cross section, and 1.2 mm thickness.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  The Reed mat ( Shargania) made from grass size needed to cover the shelter walls.  Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة (مواسير حديد ، عصي بامبو ، حبال ، حصيرة القصب (الشرقانية) ، المشمع البلاستيكي) ، العمالة ، الأدوات ، والآلات اللازمة لبناء الأسقف العشبية على شكل جمالون حديدي.  يجب ألا يقل طول الأنبوب الفولاذي عن 4 أمتار ومقطع عرضي 80 × 40 مم وسمك 1.2 مم.  عصا الخيزران (بقطر 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  سجادة القصب (الشرقانية) مصنوعة من حجم العشب اللازم لتغطية جدران المأوى.  يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | m² | 1 |  |  |  |
| **24** | Grass Celing using The Reed mat ( Shargania) only سقف من القش باستعمال الشرقانية فقط | "Provide all needed materials (Reed mat (Shargania), and Rope), labours, tools, and machineries needed for grass ceiling construction/installation.  The Reed mat ( Shargania) made from grass size needed to cover the shelter walls." "توفير جميع المواد اللازمة (سجادة ريد (شرقانية) ، وحبل) ، والعمالة ، والأدوات ، والآلات اللازمة لبناء / تركيب الأسقف العشبية.  سجادة القصب (شرقانية) مصنوعة من حجم العشب اللازم لتغطية جدران المأوى." | m² | 1 |  |  |  |
| **25** | Plastic sheet for ceiling مشمع بلاستيكي للأسقف | Plastic Sheeting - 4m x 5m plastic tarpaulin with metallic holes (eyelets) at corners and sides (minimum 8). Heavy duty, durable, weatherproof, water impervious. أغطية بلاستيكية - مشمع بلاستيك 4 م × 5 م بفتحات معدنية (ثقوب) في الزوايا والجوانب (8 كحد أدنى). متين ، مقاوم للطقس والعوامل الجوية ، ضد الماء. | pcs | 1 |  |  |  |
| **Sub Total Lot 1** | | | | | |  |  |

**LOT 2: Plastering, and Painting Work:**

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| **No#** | **Item** | **Description** | Unit | Quantity | Unit cost | Total Cost | Lead time (In calendar days) |
| 1. | Internal walls Plastering قصارة جدران داخلية | Provide all needed materials (cement, sand, water, aggregate), labours, tools, and machineries needed for internal walls plastering, one layer with thicknes of 20mm, توفير كل ما يلزم من مواد بناء (اسمنت, رمل , ماء) و عمال و وعدد واليات لعمل وجه قصارة للجدران الداخلية. لقصارة عبارة عن طبقة واحدة وبسمك 20 مم, والعمل يشمل ملئ الفراغات والشقوق بالقصارة كما يلزم, الوجه النهائي يجب ان يكون املس وجاهز للبدء بعملية الدهان.filling holes and cracks by putty or plastering if needed, final surface should be smooth and ready for paint. | m² | 1 |  |  |  |
| 2. | External walls Plastering قصارة جدران خارجية | Provide all needed materials (cement, sand, water, aggregate), labours, tools, and machineries needed for external walls plastering, one layer with thicknes of 20mm, filling holes and cracks by putty or plastering if needed, final surface should be smooth and ready for paint. توفير كل ما يلزم من مواد بناء (اسمنت, رمل , ماء) و عمال و وعدد واليات لعمل وجه قصارة للجدران الخارجية. لقصارة عبارة عن طبقة واحدة وبسمك 20 مم, والعمل يشمل ملئ الفراغات والشقوق بالقصارة كما يلزم, الوجه النهائي يجب ان يكون املس وجاهز للبدء بعملية الدهان. | m² | 1 |  |  |  |
| 3. | Bomastic & Lime for painting - Internal Walls دهان مع طبقة من الجير للجدران الداخلية | Provide all needed materials (Lime, Bomastic, colour), labours, tools, and machineries needed for Painting three layers for the internal walls, one layer with ordinary lime, and two main layers with pomastic Almuhndis brand mixed with beige colour, the colours should be light and not dark to ensure proper lighting of the shelter, and according to NRC standards. توفير كل ما يلزم من مواد لازمة (جير, بوماستك, الوان) و عمال و وعدد واليات لعمل ثلاثة وجوه داهان للجدران الداخلية. الدهان عبارة عن ثلاثة طبقات, طبقة واحدة من الجير, وطبقتين اساسيتين من بوماستك ماركة المهندس مخلوط مع لون بيج, اللون يجب ان يكون فاتح وليس غامق لتأكيد افضل مستوى اضاءه طبيعية للماوى, الاعمال يجب ان تنفذ حسب المواصفة المتفق عليها. | m² | 1 |  |  |  |
| 4. | Bomastic for painting - Internal Walls دهان بدون طبقة من الجير للجدران الداخلية | Provide all needed materials (Bomastic, colour), labours, tools, and machineries needed for Painting two layers for the internal walls, two main layers with pomastic Almuhndis brand mixed with beige colour, the colours should be light and not dark to ensure proper lighting of the shelter, and according to NRC standards. توفير كل ما يلزم من مواد لازمة (بوماستك, الوان) و عمال و وعدد واليات لعمل وجهي داهان للجدران الداخلية. الدهان عبارة عن طبقتين اساسيتين من بوماستك ماركة المهندس مخلوط مع لون بيج, اللون يجب ان يكون فاتح وليس غامق لتأكيد افضل مستوى اضاءه طبيعية للماوى, الاعمال يجب ان تنفذ حسب المواصفة المتفق عليها. | m² | 1 |  |  |  |
| 5. | Bomastic & Lime for painting - External Walls دهان مع طبقة من الجير للجدران الخارجية | Provide all needed materials (Lime, Bomastic, colour), labours, tools, and machineries needed for Painting three layers for the external walls, one layer with ordinary lime, and two main layers with pomastic Almuhndis brand mixed with beige colour, the colours should be light and not dark to ensure proper lighting of the shelter, and according to NRC standards. توفير كل ما يلزم من مواد لازمة (جير, بوماستك, الوان) و عمال و وعدد واليات لعمل ثلاثة وجوه داهان للجدران الخارجية. الدهان عبارة عن ثلاثة طبقات, طبقة واحدة من الجير, وطبقتين اساسيتين من بوماستك ماركة المهندس مخلوط مع لون بيج, اللون يجب ان يكون فاتح وليس غامق لتأكيد افضل مستوى اضاءه طبيعية للماوى, الاعمال يجب ان تنفذ حسب المواصفة المتفق عليها. | m² | 1 |  |  |  |
| 6. | Bomastic for painting - External Walls دهان بدون طبقة من الجير للجدران الخارجية | Provide all needed materials (Bomastic, colour), labours, tools, and machineries needed for Painting three layers for the external walls, two main layers with pomastic Almuhndis brand mixed with beige colour, the colours should be light and not dark to ensure proper lighting of the shelter, and according to NRC standards. توفير كل ما يلزم من مواد لازمة (بوماستك, الوان) و عمال و وعدد واليات لعمل وجهي داهان للجدران الخارجية. الدهان عبارة عن طبقتين اساسيتين من بوماستك ماركة المهندس مخلوط مع لون بيج, اللون يجب ان يكون فاتح وليس غامق لتأكيد افضل مستوى اضاءه طبيعية للماوى, الاعمال يجب ان تنفذ حسب المواصفة المتفق عليها. | m² | 1 |  |  |  |
| 7. | Wall's Cracks & Holesمعالجة التشققات و الصدوع | "Treating all the cracks and holes in the walls by filling it with plastering, patching the damaged parts of the walls plastering.  Estimated task covering area 2m², for the whole shelter." معالجة أي تشققات / صدوع / ثقوب في الجدران و ذلك بتعبئة وإغلاق جميع التشققات بالقصارة. تقدر المهمة التي تغطي مساحة 2 م² للمأوى بأكمله. | ls | 1 |  |  |  |
| Sub Total Lot 3 | | | | | |  |  |

**LOT 3: Aluminum, Timber and Steel Works**

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| No# | Item | Description | Unit | Quantity | Unit cost | Total Cost | Lead time (In calendar days) |
| 1. | "Steel Door  100X220cm"باب حديد 100X220 | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install steel door made from heavy duty steel RHS 40X80 and 30x60, 1mm thickness as frames and heavy steal sheet 0.9mm thickness as fillers with the glass at the top 20cm, 3 hinges and one latch, handle and lock.  Door design as per the technical drawings. Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة ، والعمالة ، والأدوات ، والآلات اللازمة لتصنيع وتركيب الباب الفولاذي المصنوع من الفولاذ شديد التحمل RHS 40X80 و 30x60 ، بسماكة 1 مم كإطارات وصفيحة ثقيلة سمك 0.9 مم كحشو, حشو بالزجاج في الأعلى لمسافة 20 سم ، 3 مفصلات ومزلاج واحد ومقبض وقفل.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | pcs | 1 |  |  |  |
| 2. | "Steel Door  100X220cm covered by CGI sheet" "باب ذو هيكل من الحديد 100X220  الغلاف لوح من الزنك" | "Fabricate and install steel door made from heavy duty steel RHS 6X3,1mm thickness as frames and CGI sheet of 0.35mm thickness as fillers, 3 hinges and two latches, and as per the drawings.  Works includes providing all needed labour force, tools, machinery, and construction materials to complete the task." "تصنيع وتركيب الباب الفولاذي المصنوع من الفولاذ المقاوم للصدأ بقياس 6X3 سم وبسمك1 مم كإطارات ولوح من الزنك CGI بسمك 0.35 مم كغطاء ، و 3 مفصلات ومزالج ، ووفقًا للرسومات.  يشمل العمل توفير جميع القوى العاملة والأدوات والآلات ومواد البناء اللازمة لإكمال المهمة." | Pcs | 1 |  |  |  |
| 3. | "Timber Door  170cm up to180cmX90cm covered by CGI sheet" "باب ذو هيكل من الخشب  170 حتى 180 X90  الغلاف لوح من الزنك" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and CGI door.  The door frame is made from fixed wooden frame (60mm x 60mm) with two long bracing and five short bracings, the door size is 170-180x90 cm, the door is covered by CGI sheet of 0.35mm thickness, attached to the door frame. works includes internal and external lock, and three hinges.  Door design as per the technical drawings. Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب الأبواب ذات الهياكل الخشبية و المغطاه بلوح من الزنك CGI.  إطار الباب مصنوع من إطار خشبي ثابت ذو مقطع (60 مم × 60 مم) مع دعامتين طويلتين وخمسة دعامات قصيرة ، وحجم الباب 170-180 × 90 سم ، والباب مغطى بلوح من الزنك CGI وبسمك 0.35 مم متصلة بإطار الباب. تشمل الأعمال قفل داخلي وخارجي وثلاث مفصلات.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | Pcs | 1 |  |  |  |
| 4. | "Timber Door  150X90cm covered by CGI sheet""باب ذو هيكل من الخشب  150X90  الغلاف لوح من الزنك" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and CGI door.  The door frame is made from fixed wooden frame (60mm x 60mm) with two long bracing and five short bracings, the door size is 150x90 cm, the door is covered by CGI sheet of gage 0.35mm attached to the door frame. works includes internal and external lock, and three hinges.  Door design as per the technical drawings. Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب الأبواب الهياكل الخشبية والمغطاه بلوح من الزنك CGI.  إطار الباب مصنوع من إطار خشبي ثابت ذو مقطع (60 مم × 60 مم) مع دعامتين طويلتين وخمسة دعامات قصيرة ، وحجم الباب 150 × 90 سم ، والباب مغطى بلوح من الزنك CGI بسمك 0.35 مم متصلة بإطار الباب. تشمل الأعمال قفل داخلي وخارجي وثلاث مفصلات.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | pcs | 1 |  |  |  |
| 5. | "Timber Door  150X90cm covered by Grass""باب ذو هيكل من الخشب  150X90  الغلاف حصيرة من القش (شرقانية)" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and grass door.  The door frame is made from fixed wooden frame (60mm x 60mm) with two long bracing and five short bracings, the door size is 150x90 cm, the door is covered by grass sheet (Shargania) attached to the door frame. works includes internal and external lock, and three hinges.  The Reed mat ( Shargania) made from grass size needed to cover the shelter door.  Door design as per the technical drawings. Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب الأبواب اذات الهياكل لخشبية والمغطاه بحصيره عشبية (شرقانية).  إطار الباب مصنوع من إطار خشبي ثابت ذو مقطع (60 مم × 60 مم) مع دعامتين طويلتين وخمسة دعامات قصيرة ، مقاس الباب 150 × 90 سم ، والباب مغطى بحصيرة عشبية (شرقانية) متصلة بإطار الباب. تشمل الأعمال قفل داخلي وخارجي وثلاث مفصلات.  سجادة القصب (شرقانية) مصنوعة من حجم العشب اللازم لتغطية باب المأوى.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | pcs | 1 |  |  |  |
| 6. | ""Timber Door  150X90cm covered by bamboo sticks" باب ذو هيكل من الخشب  150X90  الغلاف حصيرة من القصب" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and grass door.  The door frame is made from fixed wooden frame (60mm x 60mm) with two long bracing and five short bracings, the door size is 150x90 cm, the door is covered by bamboo sticks attached to the door frame. works includes internal and external lock, and three hinges.  Bamboo Stick (@ 2"" dia top to bottom, tolerance +- 2%) Bamboo should free from decay, insect attack, rot pockets any damages caused by handling and processing.  Door design as per the technical drawings. Works shall be conducted according to the agreed specifications." "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب الأبواب اذات الهياكل لخشبية والمغطاه بحصيره عشبية (شرقانية).  إطار الباب مصنوع من إطار خشبي ثابت ذو مقطع (60 مم × 60 مم) مع دعامتين طويلتين وخمسة دعامات قصيرة ، مقاس الباب 150 × 90 سم ، والباب مغطى بحصيرة من عصي من الخيزران متصلة بإطار الباب. تشمل الأعمال قفل داخلي وخارجي وثلاث مفصلات.  عصا الخيزران (بقطر 2 بوصة من أعلى إلى أسفل ، تحمل + - 2٪) يجب أن يكون الخيزران خاليًا من التعفن ، وهجوم الحشرات ، وتلف جيوب أي أضرار ناتجة عن المناولة والمعالجة.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | pcs | 1 |  |  |  |
| 7. | Wooden doors hingesمفاصل الابواب الخشبية | Provide and install hinges for all required wooden doorsتركيب فصالات معدنية محكمة للأبواب الخشبية المطلوبة | Pcs | 1 |  |  |  |
| 8. | Steel door Maintenance صيانة الابواب الحديدية | Maintaining Steel doors including meshed glass / Rust treatmentصيانة بوابة حديدية بالاضافة للزجاج المغشى / علاج الصدأ | Pcs | 1 |  |  |  |
| 9. | Door Lock (wooden or steel) مسكة باب لابواب خشب /حديد | Provide and install new handle for required steel/wooden door  توريد وتركيب مسكة للابواب الخشبية/الحديدية المطلوبة | pcs | 1 |  |  |  |
| 10. | Door handle (wooder or steel ) غال باب لابواب خشب /حديد | Provide and install new lock for required steel/wooden door  توريد وتركيب غال للأبواب الخشبية/الحديدية المطلوبة | Pcs | 1 |  |  |  |
| 11. | Aluminium Door  باب ألمنيوم | Provide , install and fixed aluminium door , width (80-100cm) and height ( up to 220cm) complete with frame and obscure glass and all the hardware ( lock ,handle )  توريد وتركيب باب ألمنيوم عرض بين 80سم و متر و الارتفاع حتى 220سم مع الاطار و الغال و المسكة وزجاج معتم | m² | 1 |  |  |  |
| 12. | Aluminium door Maintenance  صيانة باب ألمنيوم | Maintaining Aluminium doors including glass / maintain closing door problem  صيانة باب المنيوم بالاضافة للزجاج / اصلاح مشاكل اغلاق الباب | IS | 1 |  |  |  |
| 13. | Aluminium Door Handle  مسكه باب المنيوم | Provide and install a new handle for required aluminum doors  توريد وتركيب مسكه لأبواب الالمنيوم المطلوبة | pcs | 1 |  |  |  |
| 14. | Aluminium Door Lock  غال باب المنيوم | Provide and install a new lock for required aluminium doors  توريد وتركيب الغال لأبواب الالمنيوم المطلوبة | pcs | 1 |  |  |  |
| 15. | Aluminium Door hinges  فصالة باب المنيوم | Provide and install a new hinge for required aluminium door  توريد وتركيب مفصل للابواب المنيوم المطلوبة | pcs | 1 |  |  |  |
| 16. | External Steel door hinges  مفاصل الابواب الحديدية الخارجية | Provide and install hinges for all required external steel doors.  تركيب فصالات معدنية محكمة للأبواب الحديدية الخارجية المطلوبة | pcs | 1 |  |  |  |
| 17. | Glazed steel window including frame and installation  شباك حديد | Provide install and fix Steel window complete with the frame ,obscure glass and wire mesh fly screen, window size is 100X120cm  تركيب شباك حديد مع زجاج بشريط مع الغال مع تركيب منخل للشباك, الاطار للشباك من حديد بقياس 6X3سم, وسمك 1.2مم | pcs | 1 |  |  |  |
| 18. | "Steel Window  100X120cm covered by CGI sheet"  "شباك ذو هيكل من الحديد 120X100  الغلاف لوح من الزنك" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Steel and CGI window.  The window frame is made from Steel frame using 6X3cm steel tube, of 1.2mm thickness, the window size is 100x120 cm, the window is covered by CGI sheet of gage 0.35mm attached to the window frame. works includes internal lock, and four hinges, installing of coated mosquito net.  Window design as per the technical drawings. Works shall be conducted according to the agreed specifications."  "توفير جميع المواد اللازمة والعمال والأدوات والآلات اللازمة لتصنيع وتركيب النوافذ ذات الهياكل الحديدية والمغطاه بلوح من الزنك CGI.  إطار النافذة مصنوع من إطار فولاذي باستخدام أنبوب فولاذي 6 × 3 سم ، بسماكة 1.2 مم ، حجم النافذة 100 × 120 سم ، النافذة مغطاة بلوح من الزنك CGI بسمك 0.35 مم متصلة بإطار النافذة. تشمل الأعمال قفل داخلي وأربع مفصلات وتركيب ناموسية مغلفة.  تصميم النافذه حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | Pcs | 1 |  |  |  |
| 19 | "Timber Window  100X120cm covered by CGI sheet"  "شباك ذو هيكل من الخشب 120X100  الغلاف لوح من الزنك" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and CGI window.  The window frame is made from fixed wooden frame (40mm x 40mm), the window size is 100x120 cm, the window is covered by CGI sheet of gage 0.35mm attached to the window frame. works includes internal lock, and two hinges, installing of coated mosquito net.  Window design as per the technical drawings. Works shall be conducted according to the agreed specifications."  "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب النوافذ ذات الهياكل الخشبية والمغطاه بلوح من الزنك CGI.  إطار النافذة مصنوع من إطار خشبي ثابت ذو مقطع (40 مم × 40 مم) ، حجم النافذة 100 × 120 سم ، النافذة مغطاة بلوح من الزنك CGI بسمك 0.35 مم متصلة بإطار النافذة. تشمل الأعمال قفل داخلي ومفصلتين وتركيب ناموسية مغلفة.  تصميم النافذه حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | PCs | 1 |  |  |  |
| 20. | "Timber Window  50X50cm covered by CGI sheet"  "شباك ذو هيكل من الخشب  50X50  الغلاف لوح من الزنك" | "Provide all materials needed, labours, tools, and machineries needed to Fabricate and install Timber and CGI window.  The window frame is made from fixed wooden frame (40mm x 40mm), the window size is 50x50 cm, the window is covered by CGI sheet of gage 0.35mm attached to the window frame. works includes internal lock, and two hinges, installing of coated mosquito net.  Window design as per the technical drawings. Works shall be conducted according to the agreed specifications."  "توفير جميع المواد اللازمة والعمالة والأدوات والآلات اللازمة لتصنيع وتركيب النوافذ ذات الهياكل الخشبية والمغطاه بلوح من الزنك CGI.  إطار النافذة مصنوع من إطار خشبي ثابت ذو مقطع (40 مم × 40 مم) ، حجم النافذة 50 × 50 سم ، النافذة مغطاة بلوح من الزنك CGI بسمك 0.35 مم متصلة بإطار النافذة. تشمل الأعمال قفل داخلي ومفصلتين وتركيب ناموسية مغلفة.  تصميم الباب حسب الرسومات الفنية. يجب أن تتم الأعمال وفقًا للمواصفات المتفق عليها." | pcs | 1 |  |  |  |
| 21. | Window wire mesh  منخل لشباك المنيوم / حديد / خشب | Provide, install a wire mesh, coated mosquito net for the selected windows.  تركيب وتوريد منخل للشباك مع توفير الوصلات اللازمة لتثبيته | m² | 1 |  |  |  |
| 22. | Window's lock  قفل الشباك | Maintaining or change the lock of the window.  صيانة أو تغيير قفل الشباك | pcs | 1 |  |  |  |
| 23. | Glass for an aluminum sliding window  زجاج لشباك | Provide, install and fix obscure glass for aluminum sliding window  توفير و تركيب زجاج لشباك | m² | 1 |  |  |  |
| 24. | Steel widow Maintenance  صيانة شباك حديد | Maintaining Steel widnow including handles, hinges and painting  صيانة شباك حديد يشمل غال وفصالات ودهان لمعالجة الصدأ | pcs | 1 |  |  |  |
| 25. | Window's Bars  شبك حماية | Provide and install window's iron bars  تركيب شبك حماية للشباك | m² | 1 |  |  |  |
| Sub Total | | | | | |  |  |

**LOT 4: Flooring, and Tiling Works**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No# | Item | Description | Unit | Quantity | Unit cost | Total Cost | Lead time (In calendar days) |
| 1. | Wall tiles (ceramics) including plastering and installing.  أعمال السيراميك للجدران شامل القصارة خلف السيراميك | "Provide all needed materials (Tiles, Cement, Sand, Aggregates), labours, tools, and machineries needed for ceramic wall tiles construction.  Provide and install ceramic wall tiles with 1 coat of plastering (base coat) behind the tiles."  "توفير جميع المواد اللازمة (بلاط ، أسمنت ، رمل ، حصى) ، عمال ، أدوات ، وآلات لازمة لبناء بلاط الجدران من السيراميك.  توريد و تركيب سيراميك لجدران مع توفير طبقة قصارة خشنة خلف السيراميك." | m² | 1 |  |  |  |
| 2. | Tiling including mortar and fixing  أعمال السيراميك للأرضيات | "Provide all needed materials (Tiles, Cement, Sand, Aggregates), labours, tools, and machineries needed for ceramic tiles for floor and walls.  Provide tiles for all affected floors with providing required layers of sand and mortar below it."  "توفير جميع المواد اللازمة (بلاط ، أسمنت ، رمل ، حصى) ، عمال ، أدوات ، وآلات لازمة لبلاط السيراميك للأرضيات والجدران.  تركيب سيراميك أرضيات لجميع الأرضيات المتضررة مع توفير جميع المواد اللازمة من مونة و رمل و حصمة." | m² | 1 |  |  |  |
| 3. | Plain Concrete ground slab  مدة ارضية | "Provide all needed materials (Tiles, Cement, Sand, Aggregates), labours, tools, and machineries needed for concrete flooring casting.  Plain Concrete ground Slab Including 10cm to 15cm sand layer and 5cm concrete layer, finely finished."  "توفير جميع المواد اللازمة (بلاط ، أسمنت ، رمل ، حصى) ، العمالة ، الأدوات ، والآلات اللازمة لصب الأرضيات الخرسانية.  صب مدة باطون ارضية ملساء بسماكة 5سم مع توفير طبفة رمل و بحص بما لا يقل عن 10 ولا تزيد عن 15سم تحت مدة الباطون" | m² | 1 |  |  |  |
| 4. | Plain Concrete ground slab  مدة ارضية | "Provide all needed materials (Tiles, Cement, Sand, Aggregates), labours, tools, and machineries needed for concrete flooring casting.  Plain Concrete ground Slab Including 10cm to 15cm sand layer and 10cm concrete layer, finely finished."  "توفير جميع المواد اللازمة (بلاط ، أسمنت ، رمل ، حصى) ، العمالة ، الأدوات ، والآلات اللازمة لصب الأرضيات الخرسانية.  صب مدة باطون ارضية ملساء بسماكة 10سم مع توفير طبفة رمل و بحص بما لا يقل عن 10 ولا تزيد عن 15سم تحت مدة الباطون" | m² | 1 |  |  |  |
| 5. | Leveling plain concrete slab  تسوية المدة الأرضية | "Provide all needed materials (Tiles, Cement, Sand, Aggregates), labours, tools, and machineries needed for Leveling existing plain concrete.  Leveling existing plain concrete slab by using grinder , finely surface by filling all cracks, holes and cavities before applying 3 cm mortar layer , with all required materials.  "توفير جميع المواد اللازمة (البلاط ، الأسمنت ، الرمل ، الركام) ، العمالة ، الأدوات ، والآلات اللازمة لتسوية الخرسانة العادية الموجودة.  تسوية المدة الأرضية الموجودة باستخدام الصاروخ و جعل سطحها ناعم وأملس وذلك بإعادة تعبئة جميع الثقوب و الحفر والتشققات قبل صب طبقة رقيقة من الاسمنت والرمل والماء ( روبة)، مع توفير جميع المواد اللازمة." | m² | 1 |  |  |  |

**NOTE**: The list shouldn’t be limited to this Form regarding the number of proposed Key Personnel.

A comprehensive list must be submitted adapting the Form to the necessary rows.

# SECTION 7: COMPANY PROFILE AND PREVIOUS EXPERIENCE

The Bidder is requested to:

1. Submit the **Company Profile**
2. Complete the following **Previous Experience** **Table** listing the work or contracts undertaken in the past 5 years similar to the works required under this contract.
3. Submit **evidence of previous experience** in form of Contracts, Completion Certificates, Handover Documents, etc.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **#** | **Name of Project / Type of work** | **Total value of the performed works (......)** | **Duration of the works contract** | **Starting date** | **Ending date** | **Contracting Authority and Place** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |
| **…** |  |  |  |  |  |  |

**NOTE**: The list shouldn’t be limited to this Form in regard to the number of works reported. A comprehensive list of the last 5 years’ experience has to be submitted adapting the Form to the necessary rows.

NRC may conduct reference checks for previous contracts completed

# SECTION 8: BILL OF QUANTITIES

**Preamble to Bill of Quantities**

* **NRC has the faculty to contract all or part of the requested supply and works, according to budget availability.**
* This tender is divided into two annexes, each annex is divided into LOTS as follows:
  + Lot 1: Walls Construction and Preparation Work + Ceiling Work
  + Lot 2: Plastering, and Painting Work
  + Lot3: Aluminium, Timber and Steel Works
  + Lot 4: Flooring, and Tiling Works
* NRC reserves the right to split the award of contract between multiple contractors.
* The bidder can submit their proposal to a single LOT; however, a bidder cannot submit to a portion of the LOT.
* NRC is not obligated to award the whole LOT to a single contractor, instead a LOT can be divided between multiple suppliers/contractors as fitting to NRC needs and requirements.
* The supply and works should be the best available in the market.
* The Bidder should submit supporting documents concerning the proposed construction materials and works (i.e., catalogues, models, brands, drawings, technical documentation, technical specifications, etc. of the offered items).
* All the materials to supply and the works to execute must be approved by the NRC Representative, prior to delivery and execution.
* Costs must include all duties, taxes, and other levies payable by the contractor under the contract and all mobilization costs specified in section 3.

**NOTE**: In case of discrepancy between BoQs and Drawings, the BoQs will prevail. In case of discrepancy between drawings, the one at larger scale will prevail.

|  |  |
| --- | --- |
| **Prepared by:** |  |
| **Name:** |  |
| **Position:** |  |
| **Signature:** |  |
| **Date:** |  |
| **Stamp:** |  |

# SECTION 9: SUPPLIER’S ETHICAL STANDARDS DECLARATION

NRC as a humanitarian organization expects its suppliers and contractors to have high ethical standards. Any organization supplying goods to NRC valued at over 10,000 USD (or equivalent) in one year must sign this declaration. This declaration will be kept on file for a period of 10 years and should be updated every year or more often as appropriate.

NRC staff may perform spot checks to verify that these standards are adhered to. Should NRC deem that the supplier fails to meet, or is not taking appropriate steps to meet, these standards, any and all contracts and agreements with NRC may be terminated.

Anyone doing business with Norwegian Refugee Council shall as a minimum;

1. Comply with all laws and regulations in effect in the country or countries of business;
2. Meet the ethical standards as listed below; or
3. Positively agree to the standards and be willing to implement changes in their organization.
4. **Anti-corruption and supplier’s compliance with laws and regulations:**
   1. The supplier confirms that it is not involved in any form of corruption.
   2. Where any potential conflict of interest exists between the supplier and any of the suppliers staff members with any NRC staff member, the supplier shall notify NRC in writing of the potential conflict. NRC shall then determine whether action is required. A conflict of interest can be due to a relationship with a staff member such as close family etc.
   3. The supplier will immediately notify senior NRC management if exposed for alleged corruption by representatives of NRC.
   4. The supplier shall be registered with the Sudan government authority with regard to taxation.
   5. The supplier shall pay taxes according to all applicable national laws and regulations.
   6. The supplier warrants that it is not involved in the production or sale of any weapons including anti-personnel mines.
5. **Conditions related to the employees:**
   1. No workers in our company will be forced, bonded or involuntary prison workers.
   2. Workers shall not be required to lodge “deposits” or identity papers with their employer and shall be free to leave their employer after reasonable notice.
   3. Workers, without distinction, shall have the right to join or form trade unions of their own choosing and to bargain collectively.
   4. Persons under the age of 18 shall not be engaged in work which is hazardous to their health or safety, including night work.
   5. Employers of persons under the age of 18 must ensure that the working hours and nature of the work does not interfere with the child’s opportunity to complete his/ her education.
   6. There shall be no discrimination at the work place based on ethnic background, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
   7. Measures shall be established to protect workers from sexually intrusive, threatening, insulting or exploitative behaviour, and from discrimination or termination of employment on unjustifiable grounds, e.g. marriage, pregnancy, parenthood or HIV status.
   8. Physical abuse or punishment, or threats of physical abuse, sexual or other harassment and verbal abuse, as well as other forms of intimidation, shall be prohibited.
   9. Steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in, the course of work, by minimizing, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
   10. Wages and benefits paid for a standard working week shall meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. Wages should always be enough to meet basic needs.
   11. Working hours shall comply with national laws and benchmark industry standards, whichever affords greater protection. It is recommended that working hours do not exceed 48 hours per week (8 hours per day).
   12. Workers shall be provided with at least one day off for every 7 day period.
   13. All workers are entitled to a contract of employment that shall be written in a language they understand.
   14. Workers shall receive regular and documented health and safety training, and such training shall be repeated for new workers.
   15. Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.
   16. Accommodation, where provided, shall be clean, safe and adequately ventilated, and shall have access to clean toilet facilities and potable water.
   17. No Deductions from wages shall be made as a disciplinary measure.
6. **Environmental conditions:**
   1. Production and extraction of raw materials for production shall not contribute to the destruction of the resources and income base for marginalized populations, such as in claiming large land areas or other natural resources on which these populations are dependent.
   2. Environmental measures shall be taken into consideration throughout the production and distribution chain ranging from the production of raw material to the consumer sale. Local, regional and global environmental aspects shall be considered. The local environment at the production site shall not be exploited or degraded by pollution.
   3. National and international environmental legislation and regulations shall be respected.
   4. Hazardous chemicals and other substances shall be carefully managed in accordance with documented safety procedures.

We, the undersigned verify that we are in compliance with all applicable laws and regulations and meet the ethical standards as listed above, or positively agree to these ethical standards and are willing to implement necessary changes in the organization.

*DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*NAME OF SUPPLIER/COMPANY:­­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*NAME OF REPRESENTATIVE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*COMPANY STAMP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*