

## OFFER FORM ACTED SUDAN

Tender N° (filled in by ACTED): T/23GRF/7I9-Multi/SUD/BN/WASH/20-10-2026/06

### To be Filled by Bidder (**COMPULSORY**)

|                                                                                                                                |  |
|--------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Company's Name</b><br>(as per registration documents)                                                                       |  |
| <b>Company Authorized Representative's Name</b><br>(as per registration documents or duly signed Power of Attorney)            |  |
| <b>Company Registration Number</b>                                                                                             |  |
| <b>Registration body</b>                                                                                                       |  |
| <b>Company's mailing address</b><br>Shop/Office/Building No<br>Street name<br>City<br>Governorate/province/district<br>Country |  |
| <b>Commercial representative for the bid</b><br>(if different from authorized representative)                                  |  |
| <b>Phone contact number</b><br>Landline<br>Mobile No                                                                           |  |
| <b>Email address</b>                                                                                                           |  |

I undersigned (to be filled in by the Bidder) \_\_\_\_\_  
agree to provide ACTED, non-profit NGO, with items and works services answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.



Please refer to the SoW and points below before filling in your prices below or submitting a price offer.

- The tender is for **1 lot**. The Bidder must offer all items & quantities indicated in the lot.
- Bids for parts of the lot will not be considered.
- Unit and Total prices must be submitted in **USD**, including sales taxes.
- **The awarded bidder must be aware that the contract shall be valid for six months, but ACTED Sudan reserves the right to terminate or suspend the contract at its sole discretion, without prior notice.**

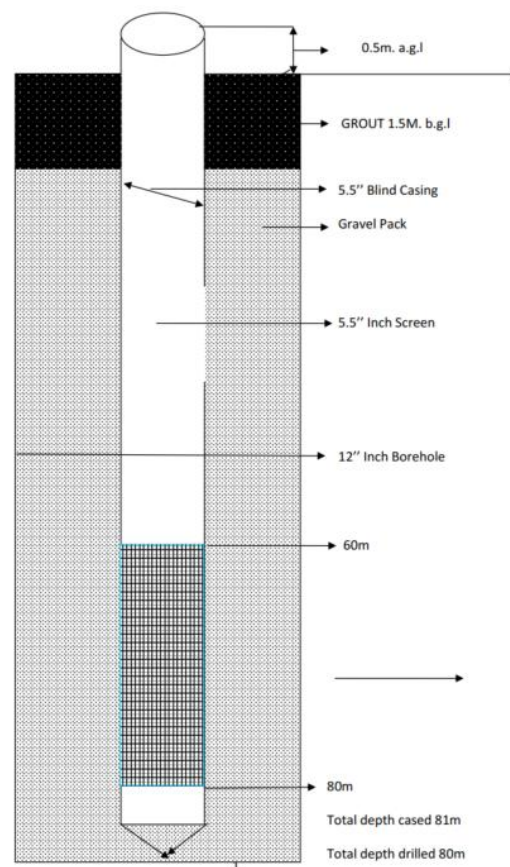
### 1. Financial Offer: Drilling Borehole in AL Azaza IDPs Site-Blue Nile

| No.      | Items Description                                                                                                                                                                                                                                                                                                                       | Unit | Qty | Unit Price Incl Tax | Total Price Incl Tax |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|---------------------|----------------------|
| <b>1</b> | <b>Geophysical Study</b>                                                                                                                                                                                                                                                                                                                |      |     |                     |                      |
| <b>2</b> | <b>Rig Mobilization &amp; Demobilization</b>                                                                                                                                                                                                                                                                                            |      |     |                     |                      |
| 2.1      | Drilling Rig Mobilization and Demobilization and Mobilization of drilling rig, equipment, tools, and crew to the drilling site, including transportation, setup, positioning, and subsequent demobilization and removal from site upon completion of drilling works                                                                     | Ls   | 1   |                     |                      |
| <b>3</b> | <b>Drilling and casing</b>                                                                                                                                                                                                                                                                                                              |      |     |                     |                      |
| 3.1      | Borehole Drilling Operation – 12 inch Diameter – Drilling of borehole to the required depth using suitable combain rotary/hammer drilling equipment, including drilling through all encountered geological formations, circulation/flushing, removal of drill cuttings, and all necessary equipment, materials, labor, and supervision. | Ls   | 80  |                     |                      |
| 3.2      | Supply and Install of PVC Contactor Casing 6 inch Diameter, Supply and install good quality PVC casing pipes of 5.5 inch diameter, including cutting, joining, lowering, alignment, and all necessary materials, labor, tools, and equipment required for proper installation.                                                          | M    | 10  |                     |                      |
| 3.3      | Supply and Installation of PVC Plain Casing 5.5 inch Diameter Supply and installation of high quality PVC plain casing pipes, 4 inch diameter, including couplings/joints, cutting, alignment, lowering into the borehole, and all necessary materials, labor, tools, and equipment for proper installation.                            | M    | 60  |                     |                      |
| 3.4      | Supply and Install of PVC screen casing with 0.002 mm slot opening and Supply and installation of high quality PVC plain casing pipes, 5.5 inch diameter, including couplings/joints, cutting, alignment, lowering into the borehole, and all necessary materials, labor, tools, and equipment for proper installation.                 | M    | 20  |                     |                      |



|                                |                                                                                                                                                                                                                                                                                                                                                                |                |   |  |  |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---|--|--|
| 3.5                            | Supply, place, and compact suitable approved material for backfilling the well, including filling, levelling, watering, and compaction as required, complete in all respects.                                                                                                                                                                                  | M <sup>3</sup> | 4 |  |  |
| 3.6                            | Well development for 4 Hs of the completed borehole using suitable methods such as airlifting, surging, and/or pumping to remove drilling fluids, fine sediments, and loose materials, and to improve well efficiency and water quality. The work shall continue until the discharged water is substantially clear and free from excessive sand and turbidity. | Ls             | 1 |  |  |
| 3.7                            | Conducting a pumping test for three 4 Hs and one for recover on the completed borehole to determine sustainable yield, drawdown, recovery rate, and aquifer performance, including installation and operation of suitable pumping equipment, discharge measurement, water-level monitoring, recovery monitoring, and submission of a pumping test report.      | Ls             | 1 |  |  |
| 3.8                            | Water Sampling and Laboratory Analysis Collection of representative groundwater samples from the completed borehole and transportation to an approved laboratory for physical, chemical, and bacteriological analysis, including sample containers, preservation, laboratory testing, and submission of the water quality analysis report.                     | Sample         | 1 |  |  |
| Sub Total Incl All Taxes - USD |                                                                                                                                                                                                                                                                                                                                                                |                |   |  |  |





## 2. SCOPE OF WORK (SOW)

### Borehole Drilling, Development and Pump Testing

#### 3.1. Objective of the works

The contractor shall undertake all activities required to construct a technically sound, hydraulically efficient, and sustainable borehole, from site mobilization and preparation through drilling, installation of casing and screens, gravel packing, sanitary sealing, borehole development, and pump testing. All works shall comply with the approved technical specifications, bill of quantities (BOQ), applicable national standards, and internationally recognized groundwater development practices. The contractor shall provide the required labor, equipment, materials, supervision, transport, consumables, and technical expertise to complete the works.



### 3.2. Detailed scope of work

#### Phase 1: Mobilization and site preparation

- Mobilize the drilling rig, compressor, drilling tools, casing and screen materials, gravel pack, cement, water storage, testing equipment, and qualified personnel to the site.
- Establish a safe drilling platform and prepare water supply, circulation pits, and cuttings disposal arrangements.
- Confirm the approved drilling programme, borehole design, target depth, and applicable environmental and security requirements.
- Conduct a joint site inspection with ACTED before commencement.

#### Phase 2: Borehole drilling

- Drill at the approved location using a suitable rotary, down-the-hole hammer (DTH), or other approved drilling method appropriate to the geological formation.
- Drill to the approved target depth (80m) or as otherwise instructed by the supervising engineer based on geological conditions and groundwater potential.
- Maintain the required borehole diameter (12") to accommodate casing, screens, gravel pack, and the specified pump installation.
- Record drilling progress, depth, penetration rate, geological formations, water strikes, water inflows, and groundwater levels.
- Collect representative drill cuttings at suitable depth intervals and maintain a lithological log.
- Notify ACTED immediately of unexpected formations, borehole collapse, significant water strikes, or other conditions requiring a change in design.

#### Phase 3: Borehole logging and final design confirmation

- Assess the geological log and groundwater-bearing formations encountered during drilling.
- Identify productive water-bearing zones and determine the appropriate locations for casing and screen installation.
- Confirm the final borehole depth, diameter, screen intervals, casing lengths, and gravel pack requirements.
- Where specified or necessary, undertake geophysical borehole logging to support final screen placement.
- Submit the proposed final construction design to ACTED for review and approval before installation. Deliverable: Final borehole construction design and approved casing/screen schedule.

#### Phase 4: Casing and screen installation

- Supply and install casing and well screens of the approved diameter (5.5"), material, wall thickness, and pressure rating (10 bar).
- Position screens across the identified productive aquifer zones in accordance with the approved design.
- Install plain casing in non-productive or unstable formations as required.
- Secure casing joints to ensure structural integrity and prevent entry of unwanted material.
- Install a bottom cap or sump where specified.
- Maintain accurate records of casing and screen lengths, diameters, slot sizes, materials, and installation depths.

#### Phase 5: Gravel packing and sanitary sealing

- Supply and place clean, properly graded filter gravel compatible with the aquifer formation and screen slot size.
- Install gravel uniformly in the annular space around the screens to support filtration and minimize sand entry.
- Install the required sanitary seal, using cement grout or other approved sealing material, to prevent surface water and contaminants from entering the borehole.



- Install an appropriate surface casing and temporary sanitary cover.
- Allow grout to set adequately before undertaking activities that could compromise the seal.

**Phase 6: Borehole development**

- Develop the borehole using suitable methods, such as airlifting, surging, pumping, or a combination appropriate to the construction and formation.
- Remove drilling fluids, fine sediments, and accumulated debris from the borehole.
- Continue development until discharge clarity and sand content meet the specified acceptance criteria and show satisfactory improvement.
- Monitor discharge, turbidity, and sand production throughout the development process.
- Measure and record static water level after allowing adequate recovery, where practicable.
- Record the development method, duration, discharge rate, water clarity, and observations. Deliverable: Developed borehole ready for yield testing.

**Phase 7: Step-drawdown and constant-rate pump testing**

- Supply and install temporary test-pumping equipment of appropriate capacity and depth, with suitable rising main, discharge arrangements, and measuring instruments.
- Measure the static water level before pumping begins.
- Conduct a step-drawdown test at progressively increasing discharge rates, with each step maintained for the approved duration.
- Conduct a constant-rate pumping test at the agreed discharge rate and duration, based on the aquifer characteristics and project requirements.
- Record discharge rate, pumping water level, drawdown, elapsed time, and relevant operating conditions at the specified intervals.
- Monitor recovery after the pump is switched off until the specified recovery period is completed or the agreed recovery criteria are met.
- Calculate the tested yield, drawdown, specific capacity, and recovery performance.
- Recommend a sustainable operating yield and appropriate pump duty, subject to the test results and project demand. Deliverable: Pump-testing records and a signed technical report documenting borehole performance.

**Phase 8: Water quality sampling and analysis**

- Collect representative groundwater samples following appropriate sampling and preservation procedures.
- Submit samples to an approved laboratory for analysis against applicable drinking-water standards.
- Include, as appropriate, microbiological parameters such as E. coli, and physical and chemical parameters such as turbidity, pH, electrical conductivity, total dissolved solids, nitrate, iron, fluoride, and other locally relevant contaminants.
- Identify any treatment requirements before the water is used for drinking. Deliverable: Laboratory water quality report and recommendations for treatment, if required.

**Phase 9: Disinfection, site reinstatement and handover**

- Disinfect the borehole after construction and testing using an approved method and suitable chlorine concentration/contact time.
- Flush the borehole and verify the relevant residual chlorine and water quality requirements before commissioning for use.
- Remove drilling debris, restore disturbed areas, and safely close temporary pits.
- Install a secure temporary or permanent borehole cap to prevent contamination and unauthorised access.
- Submit as-built construction details, borehole logs, material records, development records, pump-test data, water quality results, and photographs.
- Conduct a joint inspection with ACTED and address any outstanding defects. Deliverable: Completed borehole, documentation package, and formal handover to ACTED.



### 3.3. Technical requirements and acceptance criteria

The borehole shall be accepted only when the following requirements have been met and verified by ACTED or its designated representative.

| Component                     | Minimum acceptance requirement                                                       |
|-------------------------------|--------------------------------------------------------------------------------------|
| Drilling depth and diameter   | Compliant with the approved design or written variation                              |
| Geological records            | Complete drilling log, including water strikes and formation descriptions            |
| Casing and screens            | Correct material, diameter, slot size, depth, and installation                       |
| Gravel pack and sanitary seal | Installed to the approved design and properly documented                             |
| Borehole development          | Satisfactory removal of drilling residues, with acceptable clarity and sand content  |
| Pump testing                  | Complete, reliable discharge, drawdown, and recovery records                         |
| Water quality                 | Laboratory results reviewed against applicable drinking-water standards              |
| Disinfection                  | Completed and documented before commissioning                                        |
| Handover                      | Complete technical report, as-built details, test results, and photographic evidence |

### 3.4. Pump-testing requirements

The pump-testing programme shall be approved by ACTED before commencement. Unless otherwise specified in the BOQ or approved methodology, the following may be used as provisional planning parameters.

| Test                   | Indicative requirement                                                                                                                   |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Static water level     | Measure before pumping                                                                                                                   |
| Step-drawdown test     | Three to four increasing discharge steps, typically 60–120 minutes per step                                                              |
| Constant-rate test     | Typically 24 hours, subject to project requirements and aquifer conditions                                                               |
| Water-level monitoring | Frequent readings initially, followed by progressively wider intervals                                                                   |
| Recovery test          | Monitor water-level recovery after pumping stops, preferably until near-static conditions or the approved recovery criterion is achieved |
| Discharge measurement  | Calibrated flow meter or other approved method                                                                                           |
| Final analysis         | Discharge rate, total drawdown, specific capacity, recovery, and recommended operating yield                                             |

Note: These are indicative values, not universal requirements. The supervising hydrogeologist or engineer should confirm the appropriate test duration and acceptance criteria for the site. A successful short-duration test alone does not establish the long-term sustainable yield.



### 3.5. Contractor's responsibilities

The contractor shall:

1. Provide all labor, equipment, materials, transport, fuel, and consumables required to complete the works.
2. Ensure that all equipment is operational and personnel are suitably qualified.
3. Maintain daily records of drilling progress, material usage, groundwater strikes, and site activities.
4. Notify ACTED before critical stages, including completion of drilling, casing installation, gravel packing, and pump testing, to allow inspection.
5. Obtain written approval before making changes to the approved borehole design.
6. Implement occupational health, safety, environmental protection, and waste management measures throughout the works.
7. Protect the borehole from contamination and provide safe discharge arrangements during development and testing.
8. Rectify workmanship defects attributable to the contractor at no additional cost, in accordance with the contract.

### 3.6. ACTED's responsibilities

ACTED or its designated representative shall:

- Review and approve the contractor's methodology and technical submissions.
- Confirm the borehole location and available hydrogeological information.
- Inspect key construction stages and verify compliance with the BOQ.
- Review drilling logs, material specifications, pump-test results, and water quality reports.
- Approve completed works and formal handover upon satisfaction of the contractual requirements.

### 3.7. Required final documentation

Before final payment and handover, the contractor shall submit:

- Borehole drilling and lithological logs.
- Final borehole construction drawing and as-built dimensions.
- Casing, screen, and gravel-pack specifications and quantities.
- Borehole development records.
- Step-drawdown, constant-rate pumping, and recovery-test results.
- Water quality laboratory report.
- Disinfection and commissioning records.
- Photographs of key construction stages.
- Final completion report and recommendations for pump selection and sustainable operation.



### 3. WORKPLAN:

|                                                                   | EXECUTION CONDITIONS REQUESTED BY ACTED                                       | EXECUTION CONDITIONS OFFERED BY BIDDERS (if different)                                                                   |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| INTERIM COMPLETION AFTER 45 CALENDAR DAYS OF SIGNING THE CONTRACT | 100% Twenty-Five (25) Calendar Days after handing over the site to the bidder | Accepted by the Bidder:<br><input type="checkbox"/> YES <input type="checkbox"/> NO<br>If not, detail expected workplan: |

PLEASE ATTACH A DETAILED WORKPLAN DEMONSTRATING THE BIDDER'S ABILITY TO FULFIL ACTED'S EXPECTATIONS BELOW.

### 4. SOCIAL, HEALTH AND SECURITY ASSURANCES:

|                                                                  | ACTED REQUIREMENTS                                                                                                                                                                                                                                                                    | BIDDER'S COMMITMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ACCOMMODATION, DRINKING WATER, MEALS AND TRANSPORTATION OF STAFF | The contract shall comply with basic human needs, that includes meals including safe drinking water, necessary transportation for their movement from home to workstation. Contractor will ensure payments of labor within (07) days of activity completion.<br><b>No Child Labor</b> | <input type="checkbox"/> YES <input type="checkbox"/> NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| CODE OF CONDUCT                                                  | ACTED expects from all its suppliers/service providers/contractors to ensure a full adherence to the principles of its Ethical Declaration which the Bidder hereby acknowledges as a duty throughout the execution of works if awarded a portion or the entire scope of works.        | I, as the representative of the Bidder, hereby acknowledge that ACTED Ethical Declaration principles are implemented within my company and will be monitored throughout the contract execution if awarded a portion or the entire scope of works. In particular, all staff working on the works sites related to this contract will be trained. I also hereby acknowledge a zero-tolerance approach, and my company's and its employees' duty to report to ACTED any abuse:<br><input type="checkbox"/> YES <input type="checkbox"/> NO |



## 5. ENVIRONMENTAL ASSURANCES:

### AN ENVIRONMENTAL SAFEGUARDING PLAN ON WORKSITES

|                                                                                                    | ACTED REQUIREMENTS                                                                                                                                                                                                                                                                            | BIDDER'S COMMITMENTS                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PROTECTION OF ADJACENT AREAS, BIODIVERSITY, PREVENTION OF EROSION AND WASTEWATER MANAGEMENT</b> | <p>Contractor will ensure hazard/warning tape around sites to keep community safe.</p> <p>Contractor will ensure to not damage any life (humans, plant or animals) near to sites in any form.</p> <p>Contractor will ensure proper drainage of wastewater during intervention activities.</p> | <p><i>The Bidder must either tick the box below, thereby accepting all environmental safeguarding requirements set by ACTED, or provide its own proposal as an attachment and refer to it here.</i></p> <p>Accepted by the Bidder:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>         |
| <b>TRAFFIC, NOISE AND ATMOSPHERIC EMISSIONS MANAGEMENT, LAND TAKE</b>                              | <p>Contractors are encouraged to implement environmentally friendly practices to the best of ability.</p>                                                                                                                                                                                     | <p><i>The Bidder must either tick the box below, thereby accepting all environmental safeguarding requirements set by ACTED, or provide its own proposal as an attachment and refer to it here.</i></p> <p>Accepted by the Bidder:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>         |
| <b>WASTE AND HAZARDOUS PRODUCTS MANAGEMENT</b>                                                     | <p>Contractor will ensure no chemical be used that pose potential harm to intervention communities.</p>                                                                                                                                                                                       | <p><i>The Bidder must either tick the box below, thereby accepting all environmental safeguarding requirements set by ACTED, or provide its own proposal as an attachment and refer to it here.</i></p> <p>Accepted by the Bidder:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>         |
| <b>VEGETATION CLEARING AND SITE REHABILITATION</b>                                                 | <p>The site will be rehabilitated into a safe, clean and user friendly one.</p> <p>Entry and exit point to site will be free of any hurdles/barriers to ensure accessibility.</p> <p>Contractor will ensure removal of any harmful weed growth within 4.5 m (15 ft) of the site.</p>          | <p><i>The Bidder must here whether tick the box, and hereby accepting all environmental safeguarding requirements set by ACTED, or provide its own proposal as an attachment. He will refer it to here.</i></p> <p>Accepted by the Bidder:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> |



**6. BIDDER'S CONDITIONS:**

|                       | GENERAL CONDITIONS RECOMMENDED BY ACTED                                                                                                                                                                                                  | GENERAL CONDITIONS OFFERED BY BIDDERS (if different) |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| VALIDITY OF THE OFFER | 6 months                                                                                                                                                                                                                                 |                                                      |
| TERMS OF PAYMENT      | PAYMENT SHALL BE MADE WITHIN THIRTY (30) CALENDAR DAYS AFTER THE COMPLETION OF ALL ACTIVITIES AND THE HANDOVER OF THE COMPLETED WORKS TO ACTED, SUBJECT TO INSPECTION, VERIFICATION, AND WRITTEN APPROVAL BY THE AUTHORIZED ACTED STAFF. |                                                      |

Company Name: .....

Authorized Representative Name: .....

Signature: .....

Stamp: .....

Date: .....

