Request for Quote (RFQ)

Commodity/Service Required:	Construction of Animal Fodder Storage in Burao, Somaliland
Type of Procurement:	Small-Scale Infrastructure/Local Purchase Order
Type of Contract:	Firm Fixed Price Contract
Term of Contract:	Approximately 3 months
Contract Funding:	GEEL/USAID
This Procurement supports:	Cooperative in Beer Farmers, Burao, Somaliland
Submit Proposal to:	Soliciations@sogeel.org
Date of Issue of RFP:	January 9, 2019
Date Questions from Supplier Due:	January 15, 2019
Date Proposal Due:	January 23, 2019
Approximate Date Purchase Order Issued to Successful Bidder(s):	**February 5, 2019**

Method of Submittal: solicitations@sogeel.org	
Respond via e-mail with attached document in MS Word / pdf format. The Bidder/Seller agrees to hold the prices in its offer firm for 90 **days** from the date specified for the receipt of offers, unless another time is specified in the addendum of the RFP/RFQ.	
Solicitation Number:	H-2018-11-1

This RFQ/RFP has been issued by International Resources Group (IRG) a wholly-owned subsidiary of Research Triangle Institute (RTI), with its principal place of business at 3040 East Cornwallis Road, Research Triangle Park, NC 27709-2194. Any references in this RFQ/RFP to RTI is intentional and shall be deemed to mean both RTI and IRG and that Bidders / Sellers understand this and agree that they will comply.

Attachments to RFQ/RFP:

1. Attachment "A" – Commodity Specifications
2. Attachment "B" – Instructions to Bidders/Sellers
3. All PO Terms and Conditions are listed on our website at forth at: http://www.rti.org/POterms, http://www.rti.org/files/PO_FAR_Clauses.pdf or for commercial items: http://www.rti.org/files/PO_FAR_Clauses_Commercial_Items.pdf (hereinafter the "Terms"). Supplier's delivery of products, performance of services, or issuance of invoices in connection with this purchase order establishes Supplier's agreement to the Terms. The Terms may only be modified in writing signed by both parties.

All bidders/sellers are responsible to carefully review each attachment and follow any instructions that may be relevant to this procurement. Attachment A
Commodity Specifications or Statement of Work

Statement of Work

Indicate a description of the activity/service that is expected from the supplier. Provide product specifications or service expectations (both if applicable). Include deliverables, timelines, and any special terms and conditions.

Description of Activity/Service:

Description of activity:

The Supplier will build a Fodder Storage Warehouse in Beer Location, Burco Somaliland as per attached Design and specification prepared GEEL Engineers. This activity is estimated to create approximately 30 full time New jobs who will work in the warehouse hired by cooperatives. Through the SSI infrastructure support, GEEL will hire a short-term Structural Engineer to Supervise the Implementation phase to ensure the contractor is following as per the specification Provided GEEL technical team.

GEEL will have a memorandum of understanding with the cooperatives detailing the roles and responsibilities of both parties. Cooperatives would cost share, manage and ensure the sustainability of the fodder store while GEEL will require the local construction firm to provide:

a) Structural specifications
b) Similar works done before
c) Methodology and Work Schedule,
d) List of Equipment and Materials Sourcing;
e) Key Personnel and Subcontractors where and when necessary
f) Estimate cost and time to purchase materials and build the facility (this will form part of the selection criteria)

Product or Service Expectations (both if applicable):

Product/Service Expectations

- Transport and unload at site of all necessary parts, materials and equipment
- Site clearance and demolition wherever needed
- Disposal of waste material
- Construction of Fish Processing warehouse following on as per the design and BOQ
- Site cleanup after construction

Building Specifications:

Minimum Standards

1.0 General

1.1 Quality of Materials & Technical Specifications

The GEEL Engineer and GEEL Technical Specialist shall check and approve the quality of all materials delivered to site. Materials must meet the minimum requirements and will not be recycled, previously used or repaired. Any material that does not meet the minimum standards shall be rejected. Such materials shall be removed from site and replaced at the Contractors expense with materials of the required quality.

1.2 Quantity of Materials

The GEEL Site Engineer shall check that the required quantity of materials has been delivered to site and used in the works. The Engineer will not certify payment for any materials specified in the contract but not used in the works, for

whatever reason.

1.3 Quality of Workmanship

The GEEL Engineer and GEEL Technical Specialist shall be responsible for checking that the quality of workmanship by the contractor is of an acceptable standard according to this Specification. The GEEL Supervisor Engineer will reject any work that has not been executed to the required standard. The Contractor shall redo any rejected works at his own expense and with no time delays to the overall scheme.

2.0 Building and Structures

2.1 Excavations

Excavations shall be clean and free of water. All excavations will be inspected by the Site Engineer before work proceeds. The Contractor shall give the GEEL Supervisor Engineer 3 days' notice of the inspection date.

Excavations are dangerous and liable to collapse, particularly in wet weather or waterlogged ground. The Contractor shall take all necessary precautions to ensure that all excavations are properly protected to prevent accidental or unauthorized entry. Excavations deeper than 1.2m deep shall not be entered unless they are shored up with wooden or other temporary bracing.

1. Excavate for all walls, piers and other foundations to the depths, widths and inclinations shown on the drawings or to such other depths as may be direct by the Engineer or his representative and deposit sufficient soil for all refilling of trenches as may be necessary or demanded, removing any surplus.

2. No work shall be backfilled until approval has been obtained from the Engineer or his representative. The earth shall then be brought back from the place where it was temporarily deposited and the trenches or the excavations shall be filled up to the height of the original surface with earth in layers of not more than 25 cms, in thickness. Each layer shall be well watered and rammed and consolidated as may be required, all to the directions and satisfaction of the Engineer or his representative.

3. Provide all materials and labor for making good all settlement and keeping in repair the surface of any road, footway or areas upon the site during the whole period of the Works are in his hand, and for a period six months after the completion of such works, and in case he neglects or refuses to make good and settlements in any trench, or other area whether public or private, Site Engineer may have such works or necessary repairs carried out by other persons and the expenses thereof shall be paid by the Contractor, or deducted from any money that may be due to him or shall be paid by the sureties.

4. Remove all building debris and clear the whole of the site on completion, to the satisfaction of the Engineer or his representative.

5. No sand or any other materials found or excavated on the site may be used in the work unless written permission has been obtained from the GEEL Infrastructure Engineer if it is agreed to make use of any such materials for back filling around foundation, the material must be clear of rock and rubbish. The total price to be paid shall be agreed upon and the value deducted from sums due to the Contractor.

6. A. The filling under floors, where shown in the drawings shall be clean desert or drift sand, deposited in layer not exceeding 15 cms. In depth, each layer being well rammed and watered.
   B. Hard Core Filling: Hard core is to be formed or clean, hard broken stone that will pass in all directions through a 100-mm. dia. ring. Only sufficient stand is to be mixed with the hard core as will completely fill the interstices and aid in the work of consolidation. Hard core is to be well packed, rammed and, where possible rolled with a heavy roller.

2.2 Backfilling

Backfilling shall be made in max 20 cm layers by using proper compactor. The soil shall be watered to provide moisture to get higher compaction rate. Desirable compaction is 95%. The backfill material should be well graded with fine and aggregate. The max size of the aggregate /stone should be less than 50 mm.
The Site Supervisor Engineer shall check and approve the compaction before the commencement of the works.

2.3 Sand

Sand shall be clean and free from contaminants such as oil, silt, soil, wood, metal or vegetable matter (preferable clean river sand). Very fine or smooth sand shall not be used. The GEEL Infrastructure Engineer and the Site Engineer shall check and approve the quality before the commencement of the works. Coarse Sand (used for concrete) shall have a maximum size of 5mm. Medium Sand (used for masonry mortar and plaster) shall have a maximum size of 2mm.

Shall be natural sand or crushed gravel or stone clean sharp, coarse grift, pit or river sand free from silt, dust, clay, salt or any other matter, shall pass a 3/16'' (4.7 mm) squire mesh and shall be the best reasonably obtainable for the work. All sand shall be washed and sieved as often as is required to make it conform to this specification

2.4 Aggregate

Shall be natural gravel, stone or other approved materials hard strong and durable, non-porous free from adherent coating or other harmful matter and shall pass or be crushed to pass the meshes specified in the concrete mixes and be well graded by sieving and combination where necessary.

Aggregate used for concrete shall be angular crushed rock varying in size from 5mm to 20mm for Grade 1 Concrete and 5mm to 60mm for Grade 2 Concrete. It shall be clean and free from contaminants such as oil, silt, soil, wood, metal or vegetable matter.

2.5 Cement Mortar

Cement shall be delivered in sealed bags to the site. It shall be kept clean and dry until usage. Partially used bags of cement shall be stored in a dry place until required. Any partially used bags that have become damp shall be rejected.

Cement mortar for blockwork, masonry, rendering, tiling, screening, pitching and jointing shall consist of Ordinary Portland Cement and natural sand mixed by hand or an approved mechanical mixer in the proportions by volume of one-part cement to four parts sand. The cement and sand shall first be mixed dry until the cement color can no longer be distinguished from the sand in any part of the mass and the whole shall then be uniformly wetted by approved means while undergoing further mixing. The water content shall just be sufficient to ensure a dense mortar of still consistency and adequate workability to permit troweling or floating into place. Mortar shall be prepared and used in such quantities that no more than 20 minutes shall elapse between first wetting and its completed use. Under no circumstance shall any mortar that has stiffened by commencing to set be used. Fresh mortar shall not be mixed with mortar prepared earlier and all batches shall be used entirely separately.

Sand for cement mortar to be used for external renderings and internal plastering with lime and Portland cement shall comply with BS 119. Sand for cement mortar for all other purposes (plain and reinforced brickwork, block-walling, masonry etc.) shall comply with BS 1200. It should be well graded siliceous sand of good, sharp, hard quality. It shall be free from lumps of stone, earth, loam, dust, slat, organic matter and any other deleterious substance.

2.6 Water

Water used for mixing concrete, mortar, plaster and other construction materials shall be potable, clean and free from organic material, humus, acid, chemicals, salts or other matter that may be harmful to the concrete. If none is available on site, the contractor shall transport suitable water to site.

2.7 Concrete Mixes

The below classes of concrete shall be used unless otherwise indicated on the drawings.
Class 20 Concrete shall always be used for the structural concrete.
Class 15 shall be used for blinding works.
Concrete shall be mixed in the following proportions by volume:
Class 30(structural) Concrete: 1: 1: 2 cement: coarse sand: aggregate
Class 25(structural) Concrete: 1: 1,5: 3 cement: coarse sand: aggregate
Class 20 (structural) Concrete: 1: 2: 4 cement: coarse sand: aggregate
Class 15 (Mass) Concrete: 1: 3: 6 cement: coarse sand: aggregate
Class 10 (Mass) Concrete: 1: 4: 8 cement: coarse sand: aggregate

The water cement ratio shall be approximately 0.55 by weight, thus a mix containing 50 kg of cement will require 27.5 L of water. Too much water improves the workability but reduces the strength. Concrete that has too much water added shall be rejected.

a. Mix ''A'' Concrete: -
For unreinforced concrete:
1 Part Portland cement (but not less than 225 kg. per M3 concrete)
3 Parts sand.
6 Parts coarse aggregate to pass 1 1/2 square mesh (40 mms)

b. Mix ''B'' Concrete: -
For unreinforced or mass concrete:
1 Part Portland cement (but not less than 330 kgs, M3 concrete)
2 Parts sand
4 Parts coarse aggregate to pase 1 1/2'' square mesh (40 mms)
well graded.

c. Mix ''C'' Concrete: -
For all reinforced concrete as mix ''B'' but the coarse aggregate broken to pass 3/4'' mesh (20 mms) well graded.

d. Mix ''D'' Concrete: -
For granolithic concrete
1 Part Portland Cement (but not less than 550 kgs/M3 concrete).

2.8 Mixing Concrete

Concrete mixed on site shall be machine mixed on a clean dry platform of level boards. Concrete shall not be mixed on the bare ground. Mixing by hand shall be carried out in the following way: First the cement and sand shall be thoroughly mixed. Second, this mixture shall be thoroughly mixed with the aggregate that has been slightly wetted. When the mixture is completely mixed and uniform in color, the correct quantity of water shall be added, and the concrete thoroughly mixed. Hand mixed concrete is not to be used for the structural works.

If ready mixed concrete is delivered to site, the contractor shall produce certificates from the mixing plant describing the details of the mix. Ready mixed concrete suppliers shall be approved in advance. Any ready mixed concrete delivered to site shall be rejected if the supplier had not been previously approved by the GEEL Site Engineer.

2.9 Placing Concrete

Once mixed, concrete shall be used immediately. Any concrete that has been allowed to achieve its initial setting shall not be placed. Concrete shall be placed in layers with a maximum thickness of 250mm and a maximum length of 1M. Each layer shall be thoroughly compacted with a wooden rammer. When placing on old or set concrete, the surface of the old concrete shall be thoroughly cleaned and wetted with water/cement paste prior to the placing of new concrete. If the surface is smooth it must be chipped to form a good bonding key.

If concrete has been in position 30 minutes. The Engineer may require that no more concrete may be placed in contact there with until 24 hours have elapsed. Should the concrete have been laid 24 hours, the set surface shall be scrubbed with a hard steel wire brush dusted and saturated with water and the concrete shall be well rammed in contact when the concrete has been laid more than seventy-two hours in addition to the above, the surface shall be chipped. In both cases, thick slurry of neat cement must be applied first before the new concrete is to be poured allowed to pour concrete.

2.10 Concrete Finishing

Concrete shall be finished to a smooth uniform surface and finished using a metal or wooden float. The surface texture shall be flat and smooth with no irregularities or air bubbles. When formwork is removed, the face of the concrete shall be flat and smooth. If there are signs of voids, air bubbles or inadequate compaction, the concrete shall be removed, disposed of and re-laid with a fresh mix.

2.11 Plaster and Wall Work

Plaster for internal walls and external rendering shall be mixed in the proportion 1 cement: 4 medium clean sand by volume. Sufficient water shall be added to achieve the desired workability.

The walls shall be wetted before applying the plaster. The plaster shall be 20mm to 25mm thick and shall have a uniform flat finish free of irregularities and blemishes. When the internal plaster is still damp, the wall shall be sprinkled liberally with semi dry cement powder and floated to a smooth finish with a wet steel float.

At corners and between walls and ceilings, the finish shall be clean and precise in a straight line. Untidy or poorly finished plaster shall be rejected. All floor screeds to be done in same level. Roughening and cleaning the concrete slab before putting the floor screed. Cement and water paste shall be applied before the screed to ensure good bonding with the floor slab. Proper curing to be done.

2.12 Formwork

Formwork shall be adequately braced and supported to withstand the pressure of the wet concrete before it sets. The faces of the formwork shall be smooth and clean, so that the faces of the fresh concrete are not marked. The joints should be very tight to avoid honey combing. Mould oil may be used to prevent the concrete sticking to the formwork. Side formworks should be struck 3 days after concreting, and underside formworks should be removed after 28days.

2.13 Reinforcement

Reinforcement shall be designed and placed as shown on the drawing and bending schedule and in accordance with the following:

- **A.** Rod reinforcement shall be of mild steel conforming to B.S 785. Mesh reinforcement shall comply with B.S.4483. Materials, which at any time show signs of brittleness or cracking shall be rejected and removed from the site. The Contractor shall allow for taking three samples of every thickness of the reinforcement rods, at any stage of work and depositing them with the Engineer. High Tensile (H.T.) steel reinforcement shall be either cold worked steel bars of circular or octagonal section complying with B.S. 1144 or hot rolled high tensile bars having a guaranteed minimum yield stress of 60.000 Ibs. Per sq. inch and other physical properties in accordance with B.S. 1144 the overall size of any bar shall not exceed its nominal size by more than 10 percent. All reinforcements shall be in the ''diameter'' range and the substitution of `Square twisted` range shall not be allowed. Test: if required by the Engineer, the Contractor shall submit that his own expense certified test data of the following characteristics:
  - **a.** Ultimate tensile stress
  - **b.** Yield point stress
  - **c.** Elongation
  - **d.** Cold bend test
  - **e.** Should such certificates not be submitted by the manufactures, the Contractor shall also have the requisite tests made at his own expense at approved testing laboratories.
- **B.** All reinforcements shall be stored in such a manner as to prevent deterioration. Before being placed in position

and before the concrete is poured, it shall be clean and free from loose rust, scale, oil, grease, paint or other matters liable to weaken the bond of the concrete to the steel. Reinforcement shall be cut and bend cold. Hooks cranks overlaps etc, shall be as shown on the bending schedule or details. Hooks shall have an inner diameter of four times the rod diameter and the straight return beyond the bend shall be at least four times the rod diameter. All edges of rods in tension shall be hooked and connected longitudinally shall have an overlap of at least 40 diameters in beams and slabs.

C. Welding will not be permitted unless special approval is obtained.

D. Reinforcement shall be accurately placed and maintained in position with precast concrete blocks while the concrete is poured and rammed.

E. Unless otherwise shown on the drawings, cover to main reinforcement shall be 2.5 cms, in beams and 2 cms, in slabs precast packing blocks should be used for correct cover of reinforcement casted at least 10 days before use with cement and sand mortar mix (1:4).

F. Rods, stirrups, etc, in contact shall be tightly wired with malleable soft iron wire not less than 16 S.W.C.

G. Mesh reinforcement shall be laid with the long way of the mesh spanning from support and shall have laps equal to 40x the diameter of the bars, and where these are two layers of fabric the laps shall be staggered in both direction all laps shall be securely wired as above to prevent movement.

H. Gang-boards and supports shall be laid over the reinforcement to prevent damage and heading down after it has been placed in position. Special attention should be given to cantilevers.

I. The Contractor shall notify the Site Engineer when concreting is about to commence to each section of the work and no concrete shall be poured until the Site Engineer or his representative has a proved the reinforcement and formwork.

2.14 Painting

Colors of Paints: The priming, undercoats and finishing coats shall each be of different tints, the printing and undercoats shall be the correct brands and tints to suit the respective finishing coats, in accordance with the manufacturer's instructions. All finishing coats shall be of the colors and types specified by GEEL.

Preparation prior to painting: The Contractor shall include for the preparation of surfaces, rubbing-down between each coat, stopping, knotting and all other works necessary to obtain a first-class finish. The floors and other fittings shall be covered up with dust sheets when carrying out the painting works. Paint splashes, spots and stains shall be removed from floors, wood work etc. and the same left clean and perfect upon completion of the painting works.

2.15 Flooring Work

All the ceramic tiles used should be in the first class and of approved quality and brand (40x40cm for floor, 30x20cm for walls and 40x10cm for skirting) the cement mortar of 1:6 to be used and white cement for filling. The contractor shall provide samples for the approval of GEEL Supervisor engineer.

Plumbing works
The contractor has to supply all the plumbing materials as specified in the BoQs and GEEL Supervisor engineer shall check and inspect the materials for usage. PVR pipes different sizes used for water connections, PVC 4" & 2" used for drainage. All sinks, seats and kitchen sink supplied of a good brand
Plumber and Drain Layer

Diameters:
The Diameter of all pipes is the internal bores.
Joints:
The threaded ends of the pipes shall be painted with white lead linseed or before jointing joints shall be made by winding a few threads of gasket; yarn around the threaded ends and screwing into the coupling to one half the coupling depth. Before and after jointing the interior shall be free of all burrs and obstructions.
Fittings:
Shall be malleable iron for use with the piping used. All pipes inside the building are to be bedded in channels inside the walls below plaster or glazed tiles levels unless otherwise ordered by the Engineer and shall be of approved quality and jointed as described. No knuckles bends will be permitted.
Fixing Pipes:
Piping shall be fixed to walls with spring pipe hooks or clips of size suitable for the various pipes diameters and not exceeding 125 cms between hooks or other supports. Supply pipe shall be laid and fixed to allow air escape naturally at big tap.
Rates:
The Contractor shall allow for all connection and bends being made by the plumber in the length of the pipe jointing and fixing elbows bends and other readymade fittings and shall include cutting, threading and making joints and connections.
Sanitary Fittings:
Shall be as shown in the drawing and of a manufacture approved by the Site Engineer. The manufacturer`s reference number and the type of fittings which is proposed to be installed shall be submitted to the Site Engineer and his approval obtained before ordering.

Electricity works
The process included all the fittings and the network (cables) completed according to the distribution of the fitting in the drawings. All the electrical connections shall be made with quality certified cables of appropriate thickness and in accordance with the best current industry standards. Cables shall be installed in one continuous length from supply to point of termination. Socket Cables shall be 3X2.5 mm^2 NYM and Lighting Cables 2x1.5 mm^2 NYM. Cables: (2000 Watt, 220 Volt). The entire electrical network shall be earthed according to the relevant European standards. Plugs and sockets shall be made from plastics or rubber. The panels shall be fixed on its pedestals with steel bolts. No welding to the panels shall be permitted. The cable connections shall be sized to fit the outlet connection of the circuit breakers and terminals. The cables shall not be connected without using of cable crimp connectors or lugs.

Site Plans/Drawings:
See Annex A.

Deliverables, Timelines, Special Terms and Conditions:

Deliverables:

- Bimonthly (every two weeks) progress report with pictures
- Monthly progress report with pictures
- Complete construction of fodder in 3 months

Timeline:

Description	Delivery Date
Terms of Payment	During contract negotiations
Work Schedule	15 days after award
Pre-Construction Site Review	Upon award
Payment Request	As per completed works and the terms of payment
Bi-Weekly Progress Report and photographs	By Sunday every second week of project implementation
Updates to Work Schedule	By Sunday of every second week of project implementation if needed
Final Report	After acceptance

Place of Performance:
GPS Coordinates: LAT: 9°22'0"N 45°45'0"E

Address: Beer, Somaliland

Environmental Monitoring Report:
In accordance with USAID Environmental Procedures, the GEEL project has generated the appropriate environmental management documentation for the Beer Fodder Storage activity. The environmental management approach requires that the construction contractor will implement mitigation measures that are described in the subproject-specific Environmental Mitigation and Monitoring Plan (EMMP) provided below. Costs associated with the implementation of the mitigation measures are the responsibility of the construction contractor and should be included in their cost proposal. During project implementation, the construction contractor will be contractually obligated to fully implement the following environmental mitigation measures listed in the EMMP and the GEEL Senior Engineer will monitor the contractor to ensure that the measures are implemented effectively.

Mitigation Action	Responsible Party	Monitoring / Verification Method	Monitoring Record (date, result, corrective actions taken, if any)
General contractor will not extract fill, sand or gravel from waterways or ecologically sensitive areas, nor will it knowingly purchase these materials from vendors who do so	Construction contractor	GEEL monitoring	
Identify and implement any feasible measures to increase the probability that timber is procured from legal, well-managed sources	Construction contractor	GEEL monitoring	
Ensure that paint procured is non-lead-based and that workers are	Construction contractor	GEEL monitoring	

trained on paint storage and disposal practices			
Institute health and safety practices and train workers on personal protection equipment (PPE) based on an activity analysis	Construction contractor	GEEL monitoring	
Ensure public safety is maintained through use of signage, cones, caution tape and spotters during ingress/egress of heavy equipment and vehicles from the site	Construction contractor	GEEL monitoring	
Construction contractor must collect and dispose according to municipal standards all construction debris, sanitary waste and refuse generated by its activities in a timely manner and to the satisfaction of the GEEL Senior Engineer	Construction contractor	GEEL monitoring	

Pricing

See Annex B.

By signing this attachment, the bidder confirms he has a complete understanding of the specifications and fully intends to deliver items that comply with the above listed specifications.

Signature:	
Title:	
Date:	

Attachment "B"
Instructions to Bidders/Sellers

1. **Procurement Narrative Description**: The Buyer (IRG) intends to purchase commodities and/or services identified in Attachment A. The Buyer intends to purchase the quantities (for commodities) and/or services (based on deliverables identified in a Statement of Work). The term of the Ordering Agreement shall be from Award Date to the Delivery date of the Offeror unless extended by mutual agreement of the parties. The Buyer intends to award to a single "approved' supplier based on conformance to the listed specifications, the ability to service this contract, and selling price. We reserve the right to award to more than one bidder. If an Ordering Agreement is established as a result of this RFQ/RFP, supplier understands that quantities indicated in the specifications (Attachment A) are an estimate only and IRG does not guarantee the purchase quantity of any item listed.

2. **Procuring Activity**: This procurement will be made by **International Resources Group (IRG)**, located at

Hargeisa, Somalia/Somaliland

   (*insert full address of the office*)

   who has a purchase requirement in support of a project funded by

USAID

   (*insert client's name*)

   IRG shall award the initial quantities and/or services and any option quantities (if exercised by IRG) to Seller by a properly executed Purchase Order as set forth within the terms of this properly executed agreement.

3. **Proposal Requirements**. All Sellers will submit a quote/proposal which contains offers for all items and options included in this RFQ/RFP. All information presented in the Sellers quote/proposal will be considered during IRG's evaluation. Failure to submit the information required in this RFQ/RFP may result in Seller's offer being deemed non-responsive. Sellers are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach IRG's office designated in the RFQ/RFP by the time and date specified in the RFQ/RFP. Any offer, modification, revision, or withdrawal of an offer received at the IRG office designated in the RFQ/RFP after the exact time specified for receipt of offers is "late" and may not be considered at the discretion of the IRG Procurement Officer. The Seller's proposal shall include the following:

   (a) The solicitation number:

   (b) The date and time submitted:

   (c) The name, address, and telephone number of the seller (bidder) and authorized signature of same:

   (d) Validity period of Quote:

   (e) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This <u>may</u> include product literature, or other documents, if necessary.

(f) If IRG informs Seller that the Commodity is intended for export and the Commodity is not classified for export under Export Classification Control Number (ECCN) "EAR99" of the U.S. Department of Commerce Export Administration Regulations (EAR), then Seller must provide IRG the correct ECCN and the name of Seller's representative responsible for Trade Compliance who can confirm the export classification.

(g) Lead Time Availability of the Commodity/Service.

(h) Terms of warranty describing what and how the warranties will be serviced.

(i) Special pricing instructions: Price and any discount terms or special requirements or terms (special note: pricing must include guaranteed firm fixed prices for items requested.

(j) Payment address or instructions (if different from mailing address)

(k) Acknowledgment of solicitation amendments (if any)

(l) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including points of contact with telephone numbers, and other relevant information)

(m) **Special Note:** *The Seller, by his response to this RFQ/RFP and accompanying signatures, confirms that the terms and conditions associated with this RFQ/RFP document have been agreed to and all of its attachments have been carefully read and understood and all related questions answered.*

4. **Forms:** Sellers (potential bidders or suppliers) must record their pricing utilizing the format found on Attachment "A". Sellers must sign the single hardcopy submitted and send to address listed on the cover page of this RFQ/RFP.

5. **Questions Concerning the Procurement**. All questions in regards to this RFQ/RFP to be directed to

GEEL Procurement Department

(*insert name of procurement officer*)

at this email address:

solicitations@sogeel.org

(*insert email address of the procurement officer*).

The cut-off date for questions is *(insert date).*

January 15, 2019

6. **Notifications and Deliveries**: Time is of the essence for this procurement. Seller shall deliver the items or services no later than the dates set forth in the contract that will be agreed by both parties as a result of this RFQ/RFP. The Seller shall immediately contact the Buyer's Procurement Officer if the specifications, availability, or the delivery schedule(s) changes. Exceptional delays will result in financial penalties being imposed of Seller.

7. **Documentation**: The following documents will be required for payment for each item:
   (a) A detailed invoice listing Purchase Order Number, Bank information with wiring instructions (when applicable)
   (b) Packing List
   (c) All relevant product/service documentation (manuals, warranty doc, certificate of analysis, etc.)
8. **Payment Terms**: Refer to IRG purchase order terms and conditions found in www.rti.org/poterms, http://www.rti.org/POterms, http://www.rti.org/files/PO_FAR_Clauses.pdf, or http://www.rti.org/files/PO_FAR_Clauses_Commercial_Items.pdf. Payment can be made via wire transfer or other acceptable form**.** Sellers may propose alternative payment terms and they will be considered in the evaluation process.
9. **Alternative Proposals**: Sellers are permitted to offer "alternatives" should they not be able to meet the listed requirements. Any alternative proposals shall still satisfy the minimum requirements set forth in Attachment A Specifications.
10. **Inspection Process**: Each item shall be inspected prior to final acceptance of the item. All significant discrepancies, shortages, and/or faults must be satisfactorily corrected and satisfactorily documented prior to delivery and release of payment.
11. **Evaluation and Award Process:** The IRG Procurement Officer will award an agreement contract resulting from this solicitation to the responsible Seller (bidder) whose offer conforms to the RFQ/RFP will be most advantageous to IRG, price and other factors considered. The award will be made to the Seller representing the **best value** to the project and to IRG. For the purpose of this RFQ/RFP, price, delivery, technical and past performance are of equal importance for the purposes of evaluating, and selecting the "best value" awardee. IRG intends to evaluate offers and award an Agreement without discussions with Sellers. Therefore, the Seller's initial offer should contain the Seller's best terms from a price and technical standpoint. However, IRG reserves the right to conduct discussions if later determined by the IRG Procurement Officer to be necessary.

    The evaluation factors will be comprised of the following criteria:
    (a) **PRICE**. Lowest evaluated ceiling price (inclusive of option quantities) .
    (b) **DELIVERY**. Seller provides the most advantageous delivery schedule.
    (c) **TECHNICAL**. Items/Services shall satisfy or exceed the specifications described in RFQ/RFP Attachment A.
    (d) **PAST PERFORMANCE** - Seller can demonstrate his/her capability and resources to provide the items/services requested in this solicitation in a timely and responsive manner.
    (e) OTHER EVALUATION CRITERIA.

    Mandatory Requirements:
    - Certified and valid copy of registration certificate/license, with Ministry of Public Works Somaliland.
    - Certified tax compliant (Tax receipts)
    - Completed, filled and signed BOQ
    - Provide a company profile with list of BODs.
    - CVs of all key personnel.
    - Must have a minimum of 3 years of experience with a concrete evidence like

offers and contracts.

- Company main office physical address, contacts/emails.

Schedule	Category	Max Points	Points awarded
1	Technical	35	
	Past performance and Reference List	15	
	# of projects completed through the defect and liability period in the last 5 years	10	
	Experience with projects of similar value to the solicited project	10	
2	**Key Personnel**	15	
	Project Manager		
	Bachelor Degree in Management		
	5 years of experience in construction Field	5	
	Civil Engineer		
	Bachelor Degree in Civil Engineering or relevant area		
	7 years of experience in construction	5	
	Foreman		
	Diploma in Technical School		
	10 years of experience in construction	5	
3	**List of Equipment**	10	
	Concrete Mixer	2	
	Vibrator	2	
	4x4 Pickup vehicles	2	
	Scaffolding	2	
	Personal Protective Equipment	2	
4	Methodology	10	

	Proposed Work Plan and Schedule of Activities	5		
	Reporting and Recording systems - including environmental monitoring	5		
5	Budget	30		
	Budget proposal for the project	30		
	TOTAL	100		

12. **Award Notice**. A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful supplier within the time acceptance specified in the offer, shall result in a binding contract without further action by either party.
13. **Validity of Offer**. This RFP in no way obligates IRG to make an award, nor does it commit IRG to pay any costs incurred by the Seller in the preparation and submission of a proposal or amendments to a proposal. Your proposal shall be considered valid for 90 days after submission.
14. **Representations and Certifications.** Winning suppliers under a US Federal Contract are required to complete and sign as part of your offer IRG Representations and Certifications for values over $10,000.
15. **Anti- Kick Back Act of 1986**. Anti-Kickback Act of 1986 as referenced in FAR 52.203-7 is hereby incorporated into this Request for Proposal as a condition of acceptance. If you have reasonable grounds to believe that a violation, as described in Paragraph (b) of FAR 52.203-7 may have occurred, you should report this suspected violation to the IRG's Ethics Hotline at 1-877-212-7220 or by sending an e-mail to ethics@rti.org. You may report a suspected violation anonymously.

Acceptance:

Seller agrees, as evidenced by signature below, that the seller's completed and signed solicitation, seller's proposal including all required submissions and the negotiated terms contained herein, constitute the entire agreement for the services described herein.

By: (*Seller Company Name*)

Signature: _____

Title:

Date: