

# Tender Notice

## **REQUEST FOR PROPOSALS No. UNHCR RFP 243 for Renovation and expansion (adding more Classrooms) for four schools in Erbil city.**

UNHCR Iraq office based in Baghdad is soliciting proposals for the **Renovation and expansion (adding more Classrooms) for four schools in Erbil city.**

### Lot-1:

**Part A** Construction of Two Classrooms at Stayish Primary School in Bahrka/ Erbil Governorate

**Part B** Construction of Three Classrooms at Resa Primary School in Bahrka/ Erbil Governorate

### Lot-2:

**Part A** Rehabilitation of wash facilities in Gardy Primary School in Bahirka/ Erbil Governorate

**Part B** Construction of Three Classrooms at 1 Shubat Primary School in Erbil Governorate

### **RFP KEY DATES:**

<b>Site Visit Date</b>	15 August 2024 at 9:30 – 12:00 Hrs. Iraq standard time
<b>Pre-bidding conference date</b>	18 August at 10:00 HRS Iraq standard time
<b>Questions submission deadline</b>	18 August 2024 at 16:00 HRS Iraq standard time
<b>RFP Submission deadline</b>	03 September 2024 at 12:00 HRS Iraq standard time

### **SUBMISSION OF BIDS:**

Please note that the tender can be accessed on ERP Cloud module.

Bidder **MUST** be registered in the Supplier Portal, and the portal can be accessed via the following URL: <https://www.unhcr.org/get-involved/work-us/become-supplier/how-become-supplier>

Click '**Supplier registration portal**' for suppliers new to doing business with UNHCR.

Click '**Supplier portal log-in**' for suppliers previously registered with UNHCR.

Please note that bids must be submitted directly in the online portal, responding to the questions, and uploading required documents by the date and time indicated in the online portal. It is your full responsibility to ensure that your submission is submitted before the deadline. Bids received outside the online portal, for any reason, will not be considered for evaluation.

**For submitting the bids, it is strongly recommended to carefully read (Annex J) – Supplier Portal Manual.**

### **Annexes:**

- Annex A: Scope of Works (SOW)
- Annex B1: BOQ Lot1 Part A - Construction of Two Classrooms at Stayish Primary School

- Annex B2: BOQ Lot1 Part B - Construction of Three Classrooms for Resa Primary School
- Annex B3: BOQ Lot2 Part A - Rehabilitation of wash facilities in Gardy primary school.
- Annex B4: BOQ Lot2 Part B - Construction of Three Classrooms at Shubat Primary School
- Annex C1: Design and Structure (Drawing) Stayish Company
- Annex C2: Design and Structure (Drawing) Resa School
- Annex C3: Design and Structure (Drawing) Shubat School
- Annex D1: Financial Offer Form Lot1 Part A - Construction of Two Classrooms at Stayish Primary School
- Annex D2: Financial Offer Form Lot1 Part B - Construction of Three Classrooms for Resa Primary School
- Annex D3: Financial Offer Form Lot2 Part A - Rehabilitation of wash facilities in Gardy primary school.
- Annex D4: Financial Offer Form Lot2 Part B - Construction of Three Classrooms at Shubat Primary School
- Annex E: Technical Evaluation criteria.
- Annex F: Vendor Registration Form (to be filled in, stamped and signed)
- Annex G: Eligibility of Joint Ventures for Suppliers (to be filled in, stamped and signed if applicable)
- Annex H: UNHCR's General Conditions of Contracts for Civil works (to be stamped and signed)
- Annex I: UN Supplier Code of Conduct (to be stamped and signed)
- Annex J: Guidelines ERP Manual for Suppliers to use the online portal.
- Annex K: How to Join Microsoft Teams without account.