

TENDER OPENING DATE: 22nd NOVEMBER 2024

TENDER No: 2024/SOP/SCU/RFQ/023

**FOR THE PROVISION OF CIVIL SERVICES FOR CONSTRUCTION OF
SOLARIZED WATER SUPPLY SCHEMES AT 14 LOCATIONS IN KP - PAKISTAN**

CLOSING DATE: 2nd DECEMBER 2024. AT 17:00 hrs PST

(FOR PAKISTAN BASED VENDORS ONLY)

The Office of the United Nations High Commissioner for Refugees (UNHCR) Sub-Office Peshawar, requests registered and qualified companies in Pakistan to submit offers for the **Provision of civil services for construction of solarised water supply schemes at 14 locations** as per **Annex B** and **Annex H** in KP – Pakistan.

1. Requirements

Item Description: Construction of Solarized Water Supply Schemes

Detailed Specifications: Please refer to **Annex B**, **Annex C** and **Annex D**.

Quantity: Please refer to attached Annex C_ Financial Offer Form / BoQ”.

Delivery place: Please refer to **Annex H** with the points for Water Supply Scheme installation in Refugee Villages of KP

The following Annexes form an integral part of this RFQ:

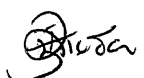
- Annex A Bid Data Form (to be completed and submitted with the offer)
- Annex B Technical Specifications – Water Supply Schemes
- Annex C Financial Offer Form
- Annex D Drawings for the Water Supply Schemes
- Annex E UNHCR General Conditions of Contracts_Civil Works
- Annex F UN Supplier code of Conduct.
- Annex G Vendor Registration form (to be completed and submitted by vendor who are not registered with UNHCR)
- Annex H Water point locations.
- Annex I Preliminary and Technical Evaluation Criteria

2. Lead time / Delivery time:

Please clearly attach a copy of your company's Gantt chart or work plan. UNHCR estimated implementation period for this project is minimum 3 months including mobilization time plus 6 months defects liability period after contract signing and issuance of a purchase order.

Note: The **defects and liability period** will be six (6) months. UNHCR will withhold 10% of the contract value as retention until the end of the **defects and liability period** during which the Contractor will be under contractual obligation to address all defects identified. Following the defects and liability period, UNHCR will issue a final completion certificate as clearance for satisfactory works provision and will release the retention amount.

3. Technical Evaluation:



The Technical Evaluation criteria for this RFQ tender has been provided in **Annex I**.

Bidders must pass all the above Preliminary and Technical Evaluation criteria to be considered for Financial Evaluation.

4. Financial Offer:

Please submit your Price Offer in PKR using the Financial Offer form – **Annex C**.

Your company technical and financial offer must be signed, stamped by the bidders.

Bid / Offer Validity: 90 days. Bidders are expected to consider their offer(s) valid for the entire service contract duration of 9 months (estimated) until issuance of Final Completion Certificate by UNHCR Technical Officer.

UNHCR is GST exempted from taxation, with this regard, prices must be given without GST & Withholding tax.

Bidders are required to submit offers for all the items listed in the Bill of quantities (Annex C – Financial Offer Form). **Partial bids will be disqualified.** The supplier with the lowest priced technically qualified offer will be recommended for award of the Service Contract. UNHCR reserves the right to award a full / partial contract to the successful supplier.

The cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.

5. Request for Clarification:

Bidders are required to submit any request for clarification in respect of this RFQ by e-mail to pakpescu@unhcr.org. The deadline for receipt of questions/ queries is **27th November 2024 at 17:00 hrs. PST.** (Please do not submit your financial offer to this email).

6. Bids Submission:

We would appreciate receiving your offer on or before the close of the tendering period **2nd December 2024 at 17:00 hrs PST.**

Technical and Financial Bids (clearly marked in email) shall be submitted separately by e-mail in **PDF format (signed and stamped)** sent to email addresses: pakperfq@unhcr.org. Incomplete submissions may result in disqualification.

Please include the following price information in your quote (without VAT) (Annex C):

- Currency (must be PKR)
- Unit Cost of all items included in the Bill of quantities.
- Total Cost for all the 14 locations

UNHCR is exempt from all direct taxes and customs duties. Since UNHCR is undertaking local procurement, therefore, price must be given without VAT/GST & Withholding tax. If requested by the successful bidder, UNHCR shall obtain from authorities GST exemption, upon provision of all required documents by bidder.

Please know that the e-mail policy employed by UNHCR limits the size of attachments to a maximum of **20 Mb** so it may be necessary to send more than one e-mail for the whole submission.

Please indicate in the e-mail subject field:



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

- RFQ Tender No.2024/SOP/SCU/RFQ/023
- Name of your firm
- Number of e-mails that are sent (example: 1/2, 2/2)
- Whether the email is part of your Technical or Financial offer

Bid Acceptance:

UNHCR reserves the right to accept the whole or part of your bid, or to allow split or partial awards.

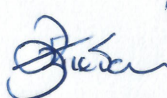
UNHCR may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective suppliers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by UNHCR at its own initiative or in response to a clarification requested by a prospective supplier.

Please note that UNHCR is not bound to select any of the firms submitting bids and does not bind itself in any way to select the firm offering the lowest price. Furthermore, the contract will be awarded to the bid considered most responsive to the needs, as well as conforming to UNHCR's general principles, including economy and efficiency and best value for money.

UNHCR implements a ZERO tolerance on fraud and other proscribed practices and is committed to identifying and addressing all such acts and practices against UNHCR, as well as third parties involved in UNHCR. UNHCR expects its suppliers to adhere to UN Supplier Code of Conduct attached as **Annex-F**.

If your company is not registered with UNHCR, kindly provide filled Vendor Registration Form (**Annex G**).

Thank you for your kind attention.

 22nd November 2024.

Fredah Zawedde

Associate Supply Officer

UNHCR Sub Office Peshawar

