

## INVITATION TO TENDER NOTICE PUBLIC TENDER INVITATION

**Date:** 23/12/2018  
**Subject:** Invitation bid for a project funded by SHF  
**Bid no.:** AYUUB NGO/SOM/2019/220

**Bid Title:** Procurement of three activities (Lot A **8 latrine rrehabilitation to three public primary schools**) and (Lot B **provision of water through construction of water tanks to the three schools**) and (Lot C **Rehabilitation of 4 classrooms in Alibanaadir public school to serve 500 learners (245 girls) in Merka, Lower Shabelle Region, Somalia.**)

**Project Title:** Emergency Education Project for Crisis Affected Most Vulnerable Host community and IDP Learners, in Lower Shabelle region

**Project Code:** SOM-18/3485/SA2/Ed/NGO/11076

**Contracting authority:** AYUUB NGO

AYUUB NGO invites interested companies to apply from AYUUB a tender bid titled Procurement of three activities (Lot A **8 latrine rrehabilitation to three public primary schools**) and (Lot B **provision of water through construction of water tanks to the three schools**) and (Lot C **Rehabilitation of 4 classrooms in Alibanaadir public school to serve 500 learners (245 girls) in Merka, Lower Shabelle Region, Somalia.**) AYUUB invites interested parties to apply the tender advert and it's available in AYUUB NGO office, Ayuub village, Merka.

1.1. Place of service

Merka districts, Lower Shabelle Region, Somalia

1.2. Value of service

The value for the service will be identified as USD per activity.

1.3 Conditions for Acceptance

The final acceptance will be decided by the bid committee, and the bidder will have the right to be informed the decision.

### 1. Solicitation Package Documents

The following documents are issued to enable you to bid:

- A Annex A - Bid application form - signed and stamped
- B AYUUB – ethical standards for suppliers signed and stamped
- C Technical and Financial Proposal Form-including:
  - Annex B Quotation letter form

You are hereby required to fill the below BoQs- Kindly use the same format.

Lot A- REHABILITATION OF 8 LATRINES

<b>REHABILITATION OF 8 LATRINES</b>					
	<b><u>ELEMENT NO.1</u></b>				
	<b><u>DEMOLITIONS</u></b>				
1.1	<b>Roof Structure and Cover</b>				
1.1.1	Carefully remove existing roof cover including fascia board, gutters and downpipes and any damaged trusses and purlins; cart away debris; make good disturbed surfaces; prepare surface to receive new roof cover and fascia board (m.s)	m <sup>2</sup>	180		
1.2	<b>Doors</b>				
	Carefully remove existing doors fixed to block walls including frames and iron mongery and cart away debris; prepare surface to receive new doors (m.s)				
1.2.1	Double leaf door overall size 800 x 2100mm high	No	48		
1.3	<b>Finishes</b>				
	<b>Floor Finishes</b>				
1.3.1	Hack and demolish existing floor finishes on and including cement/sand screed and cart away debris. Construction of ramp to entrance; slope not exceeding 1:12	m <sup>2</sup>	43		
	<b>Ceiling Finishes</b>				
1.3.2	Inspect existing ceiling for damages; carefully remove damaged ceiling sections and cart away the arising debris; make good disturbed surfaces; prepare surface to receive new ceiling panels(m.s) (Approx. 30sm)	Item	38		
	<b><u>ELEMENT NO.2</u></b>				
	<b><u>WALLING</u></b>				
2.1	<b>Repairing Cracks</b>				

2.1.1	Inspect existing block walling for any cracks; fill cracks with stucco filler including 20mm thick cement and sand (1:3) plaster to repaired sections to Client representative's approval. (Approx. 50sm)	Item	95		
	<b><u>ELEMENT NO. 3</u></b>				
3	<b><u>ROOF STRUCTURE, COVERING &amp; RAINWATER GOODS</u></b>				
3.1.1	Supply and construct a galvanized (350g/m <sup>2</sup> ) corrugated Aluminum sheet roof 28 gauge over the rooms including treated timber substructure and skirting (Rafters: 150mm x 75mm, purlins: 75mm x 50mm, Main Ties: 100 x 50 mm, and King post 100mmx50mm, ), galvanized rain gutter and downpipe system as shown in the drawing(s). Note that all roof sheets should be of box profile preprinted or Aluminum roofing sheets (for coastal areas) as per instruction . All wood has to be treated with ANTI-TERMITE TREATMENT to all surfaces. All timber surfaces shall be painted with minimum two coats of water based emulsion paint (white)	m <sup>2</sup>	100		
3.1.2	Chipboard or other approved ceiling material with beading	m <sup>2</sup>	120		
	<b><u>ELEMENT NO. 4</u></b>				
4	<b><u>VENTALATION</u></b>				
4.1	200mm deep x 400mm wide vent block centralized upon each toilet	LS	1.25		
	<b><u>ELEMENT NO. 5</u></b>				
5	<b><u>DOORS</u></b>				
5.1.1	Single leaf door overall size 800 x 2200mm high Door Wooden Door- Hinged- Two Leaves , including furnishing, installation, frames, sub frames, hardware, accessories, anchorage, finishing, etc	No	8		
	<b><u>ELEMENT NO. 6</u></b>				
	<b><u>FINISHES</u></b>				
6.1	<b><u>Floor finishes</u></b>				
	<u>Cement and sand (1:3) screed as described in:-</u>				
6.1.1	40mm thick cement sand (1:3) screed pigmented with red oxide smooth trowelled hard to floors	m <sup>2</sup>	130		

6.2	<b>External Wall Finishes</b>				
6.2.1	Prepare and apply two coats interior quality emulsion paint	m <sup>2</sup>	110		
6.3	<b>Internal Wall Finishes</b>				
6.3.1	Prepare and apply two coats interior quality emulsion paint	m <sup>2</sup>	100		
7.1.2	Supply and installation of Pit hole cover	No	10		
7.1.3	installation 600X600 PCC Manhole	No	8		
	<b>Sub-total Rehabilitation of Eight Toilet Carried to Grand Total</b>				

**Lot B" CONSTRUCTION OF WATER TANKS**

<b>REHABILITATION OF WATER TANK</b>					
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE (USD)	AMOUNT (USD)
	<b>SUBSTRUCTURE (Provisional)</b>				
	<b>Excavation</b>				
A	Prepare site by stripping top 200 mm of soil to remove all debris including sand (if any) from site and carting away spoil	m <sup>2</sup>	56.8		
B	Excavate for foundation strip commencing at stripped levels depth not exceeding 1.50m deep	m <sup>3</sup>	29.2		
C	Extra-over for excavation in rock	m <sup>3</sup>	9.0		
D	Remove surplus excavated material from site	m <sup>3</sup>	27.0		
E	Backfill around foundation	m <sup>3</sup>	2.2		
	<b>Filling</b>				
F	300 mm thick approved hardcore filling spread, well rammed and compacted in 150mm layers to receive concrete surface bed	m <sup>3</sup>	10.8		
	<b>Insitu concrete: class 15: mix 1:3:6</b>				
G	50mm blinding layer under foundations	m <sup>2</sup>	37.2		
H	50mm blinding layer on hardcore surfaces	m <sup>2</sup>	36.6		
I	Treat hardcore surface with approved insecticide	m <sup>2</sup>	36.6		
	<b>Concrete work</b>				
	<b>Reinforced Concrete class 25</b>				
J	Strip foundation	m <sup>3</sup>	3.0		

K	100mm thick floor slab with surface steel trowelled smooth	m <sup>2</sup>	15.0		
L	100mm thick sloping ramp	m <sup>2</sup>	12.6		
M	200 mm thick plinth	m <sup>2</sup>	3.6		
<b>Reinforcement</b>					
A	Reinforcement bars (all sizes) as shown on the drawings	kg	150.0		
B	Mesh fabric reinforcement ref. No. A142 laid in floor slab with minimum 150 mm side allowance	m <sup>2</sup>	64.1		
<b>Sawn formwork</b>					
C	Formwork to sides of foundation strip girth over 75mm but not exceeding 150mm	m	58.8		
D	Formwork to sides of plinth girth over 150mm but not exceeding 225mm	m	11.4		
E	Formwork to edges of floor slab girth over 75mm but not exceeding 150mm	m	18.0		
<b>Walling</b>					
F	150mm Thick masonry foundation walling in cement and sand mortar (1:3)	m <sup>2</sup>	12.5		
F	400mm Thick masonry foundation walling in cement and sand mortar (1:3)	m <sup>2</sup>	15.0		
G	One layer 1000gauge polythene sheet damp proof membrane under beds: 300mm laps	m <sup>2</sup>	30.0		
H	200mm wide Bituminous felt damp-proof course	m	15.0		
I	Supply and fix 600x600x50mm thick medium duty precast concrete paving slabs in cement sand mortar	m <sup>2</sup>	3.0		
<b>One BoQ Water tank</b>					

**Lot C Rehabilitation of 4 classrooms**

Item No.	Description	Unit	Quantity	Rate (USD)	Amount (USD)
<b>REHABILITATION OF 4 CLASSROOMS in Ali banaadir school</b>					
1.1	<u><b>ELEMENT NO.1</b></u>				
	- <u><b>DEMOLITIONS</b></u>				
	- <u><b>Roof Structure and Cover</b></u>				
	-				

1.1.1	Carefully remove existing roof cover which is damaged including fascia board, gutters and downpipes and any damaged trusses and purlins; cart away debris; make good disturbed surfaces; prepare surface to receive new roof cover and fascia board (m.s)	LS	10		
1.4	<b><u>Finishes</u></b>				
	<u>Floor Finishes</u>				
1.4.1	Hack and demolish existing floor finishes on and including cement/sand screed and cart away debris. Construction of ramp to entrance; slope not exceeding 1:12	m <sup>2</sup>	40		
	<u>Ceiling Finishes</u>				
1.4.2	Inspect existing ceiling for damages; carefully remove damaged ceiling sections and cart away the arising debris; make good disturbed surfaces; prepare surface to receive new ceiling panels(m.s) (Approx. 30sm)	Item	15		
	-				
	<b><u>WALLING</u></b>				
2.1	<u>Repairing Cracks</u>				
2.1.1	- Inspect existing block walling for any cracks; fill cracks with stucco filler including 20mm thick cement and sand (1:3) plaster to repaired sections to Client representative's approval. (Approx. 100sm)	Item	10		
	<b><u>ELEMENT NO. 3</u></b>				
3	- <b><u>ROOF STRUCTURE, COVERING &amp; RAINWATER GOODS</u></b>				
3.1.1	- All Roofing cover shall be inspected for opening and sealed to prevent water seepage	LS	175		
3.1.2	- All Chipboard shall be inspected and damaged should be replaced with new ceiling panel all to match existing.	m2	140		

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	<b><u>ELEMENT NO. 4</u></b>				
4	<b><u>WINDOWS</u></b>				
5	<b><u>DOORS</u></b>				
5.1.1	Refix and paint All the doors with three coats gloss oil paint	No	4		
	<b><u>FINISHES</u></b>				
6.1	<b><u>Floor finishes</u></b>				
	<b><u>Cement and sand (1:3) screed as described in:-</u></b>				
6.1.1	40mm thick cement sand (1:3) screed pigmented with red oxide smooth trowelled hard to floors	m <sup>2</sup>	40		
6.2	<b><u>External Wall Finishes</u></b>				
6.2.1	Prepare and apply two coats exterior quality emulsion paint	m <sup>2</sup>	163		
6.3	<b><u>Internal Wall Finishes</u></b>				
6.3.1	Prepare and apply two coats interior quality emulsion paint	m <sup>2</sup>	240		
	<b>Sub-total Rehabilitation of 4 classrooms in Ali banaadir school</b>				

These documents constitute the complete Solicitation package.

### 3. Validity and Conditions of Bids

3.1 The Bidder is bound by his offer for a period of upon agreements as from the final date for the submission of Bids.

3.2 The Contracting party reserves the right to deal with any Bidder of its choice for any or more parts of the Bid and is not bound either to accept the lowest or any offer or to award any contract.

- 3.3 Failure to deliver the Bid on or before the due date, or failure to comply with the terms, conditions of the Solicitation, will result in the bid being rejected.
- 3.4 The Candidate is required to hold all information pertaining to the solicitation as confidential, and to limit the dissemination of information within its organisation on a need-to-know basis.
- 3.5 Bids will be opened and reviewed by AYUUB bid committee
- 3.6 Orders will be placed by the Form of Contract on the basis of the Bid selected, this RFQ the General Conditions of Contract for Supply Contracts.

**4 The Quotations shall arrive in ONE ORIGINAL copy to AYUUB Office- Merka or Mogadishu by hand latest on the 30 Dec 2018 14:30 pm local time.**

**5 The bid should written; To: AYUUB NGO Office Mogadishu or Merka  
Bid NO: AYUUB NGO/SOM/2019/220**

**Bid title:** Procurement of three activities (Lot A 8 latrine rehabilitation to three public primary schools) and (Lot B provision of water through construction of water tanks to the three schools) and (Lot C Rehabilitation of 4 classrooms in Alibanaadir public school to serve 500 learners (245 girls) in Merka, Lower Shabelle Region, Somalia.)

**FROM:** .....

e-mail: ayuubngo@yahoo.com

**6 The evaluation of bids will be made confidentially, based on the selection criteria set by AYUUB bid committee.**

Should you have queries, questions please address to [ayuublogistics@ayuubngo.org](mailto:ayuublogistics@ayuubngo.org) and give copy to [ayuubngo@ayuubngo.org](mailto:ayuubngo@ayuubngo.org)

**Mohamed Abdikadir**  
**Title: Executive Director**

**Signature**  
**Stamp:**





**Annex A -Bid application form (1)**

Date: .....

Bid no: .....

Bid Title: .....

Service/Activity: .....

Location: .....

To: AYUUB NGO

We, the undersigned, apply the aforementioned services offered by AYUUB NGO defined the invitation tender notice date ..... and declare that:

- (a) We have examined and have no reservations to the bid Document, including Addendum(s) No(s)...., issued in accordance with Instructions to Applicant.
- (b) We meet the eligibility requirements as stated. Instructions to Applicants, of the invitation bid Document; and we confirm here that we shall apply.
- (c) We understand that you may cancel the proposal/quotation process at any time and that you are neither bound to accept any Application that you may receive nor to invite Applicants to bid for any agreement subject of this tender process, without incurring any liability to the Applicants.
- (g) All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed .....

Name : .....

In the capacity of .....

Duly authorized to sign the Application for and on behalf of:

Applicant's Name

.....

Address : .....

Date: .....

## Supplier's ethical standards (Annex B)

Anyone doing business with AYUUB NGO shall as a minimum meet the ethical standards as listed below, or shall positively agree to the standards and be willing to implement changes in their organization.

**Name of supplier/company:** \_\_\_\_\_

### CONDITIONS RELATED TO THE WORKPLACE:

We verify the following:

1. That 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. Children and young persons under the age of 18 shall not be engaged in work which is hazardous to their health or safety, including night work.
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 behavior, 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. All workers shall be provided with a written and comprehensible contract outlining their wage conditions



and method of payments before entering employment

12. 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).

13. Workers shall be provided with at least one day off for every 7 day period.

14. All workers are entitled to a contract of employment that shall be written in a language they understand.

15. Workers shall receive regular and documented health and safety training, and such training shall be repeated for new workers.

16. Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.

17. Accommodation, where provided, shall be clean, safe and Adequately ventilated, and shall have access to clean toilet facilities and potable water.

18. No Deductions from wages shall be made as a disciplinary measure.

19. Obligations to employees under international conventions and social security laws, and regulations arising from the regular employment relationship, shall not be avoided through the use of short term contracting (such as contract labour, casual labour or day labour), sub-contractors or other labour relationships.

20. All workers shall be provided with a contract of employment that shall be written in a language they understand.

21. Hazardous chemicals and other substances shall be carefully managed in accordance with documented safety procedures.

#### **CONDITIONS OUTSIDE THE WORKPLACE:**

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.



**Relationship with the supplier and AYUUB NGO staff members:**

1. Is there any potential conflict of interest between you and your company with any AYUUB NGO staff member? A conflict of interest can be due to a relationship with a staff members such as close family etc.

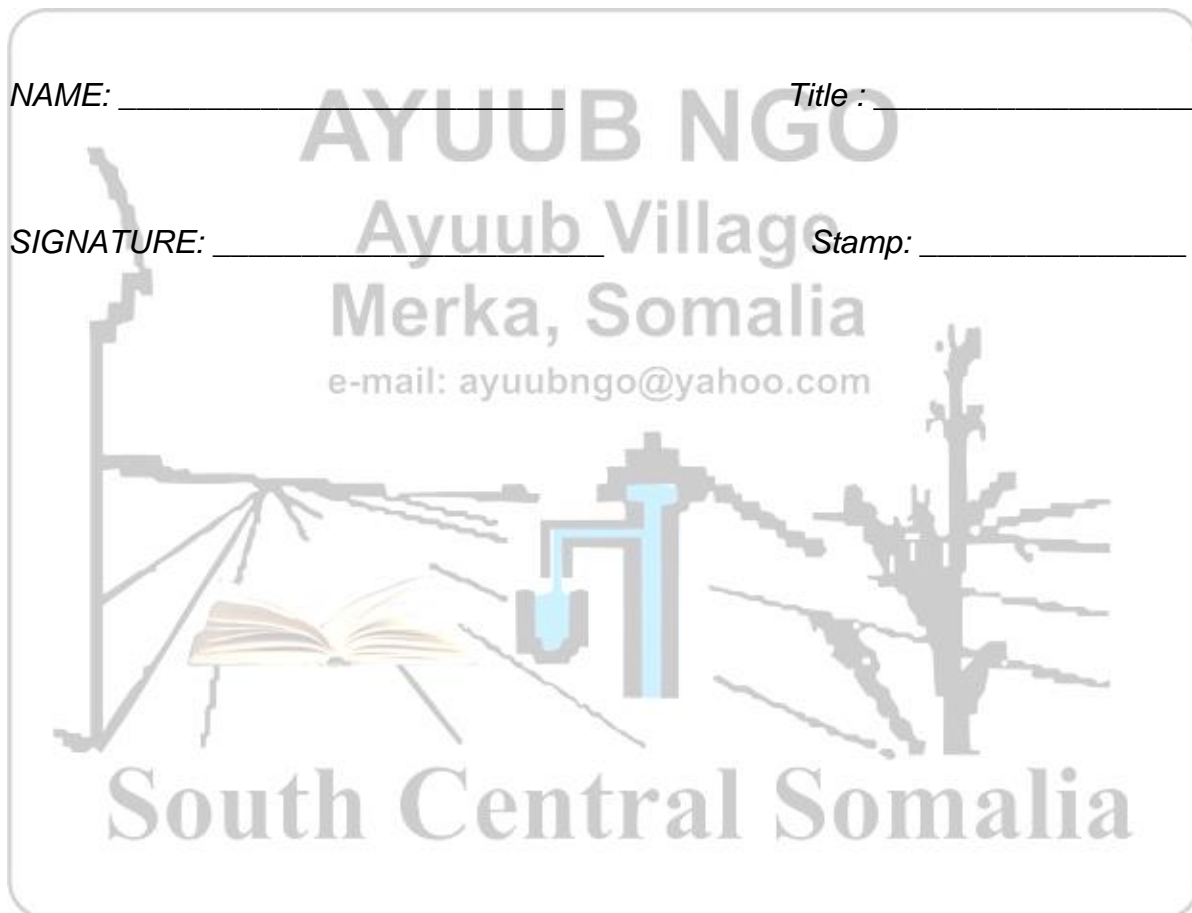
***This Contract is made in two original copies and hereby duly signed by both parties***

We, the undersigned verify that we meet the ethical standards as listed above.

*On behalf of the supplier* ..... *Location*  
.....

NAME: \_\_\_\_\_ Title : \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Stamp: \_\_\_\_\_





**Technical and Financial Proposal Form (Annex C)**

**Company Contact details:**

**Email:**

**Telephone:**

**Address:**

**Subject: Quotation**

Date: .....

Bid no: .....

Bid Title: .....

Service/Activity: .....

With the reference of invitation bid dated ..... our ..... is pleased to submit its quotation offer.

Please refer to the BoQs written above- to the same format.

**Lot A- REHABILITATION OF 8 LATRINES**

**Lot B” REHABILITATION OF WATER TANKS**

**Lot C Rehabilitation of 4 classrooms**

We confirm that the offered quotation can be valid up to ..... days.

Yours sincerely

Name:

Title:

Company:

Signature

Stamp: