

# 1. INVITATION TO TENDER

##### **Ref:** **Hydroponic rooms project**

Date of Advertisement: June 13, 2022.

Deadline for queries after receiving RFQ documentation: June 20, 2022, at 12:00.

Deadline of submission: July 11, 2022 at 14:00 *bid shall be valid for no less than 1 year from the date of submission.*

Delivery timeframe: ( ) Days after signing Purchase Order.

About CARE International

CARE is an international humanitarian aid organization fighting global poverty, with a special focus on working with women and girls to bring lasting change to their communities. As a non-religious and non-political organization, CARE works with communities to help overcome poverty by supporting development projects and providing emergency relief.

CARE invites eligible bidders to submit sealed bids for the supply of ***Hydroponic rooms project***, in compliance with specific criteria for quality, origin, delivery set forth in the technical specifications below.

The organization is soliciting sealed bids to award a Supply Contract of the ***Hydroponic rooms project.***

By responding to this RFQ, the bidder agrees to perform in accordance with the terms and conditions set forth in this document in the event that the response is selected for contract award regardless of whether award is made in whole or part and whether award is made as a primary or secondary contract source.

Vendor will ensure that the works required by the organization are available and to be delivered according to work plan and Purchase Order agreed between CARE and Vendor.

##### **SUBJECT OF THE TENDER:**

**Tender documents should be submitted in a sealed envelope to Al Hassakeh office (Al Hamamma roundabout – Al Mofti street) no later than July 11, 2022 @ 14:00.**

Sealed bids must, at the very least, exclude VAT (Vat should be calculated separately) and include payment terms, delivery time, custom clearance, transportation from the Vendor Warehouse to project locations (unit cost to be provided has to be unit cost including transportation/delivery up to project location as in Sour / Der Al Zor governorate. In addition to customs clearance, all HAO or other authorizations needed to move items within NES will be managed by Vendor directly). During COVID-19 curfew, (CARE) will support the Vendor with obtaining these authorizations whenever possible and appropriate. Any other conditions affecting the prices should be considered. Issuance of this tender does not constitute a commitment on the part of CARE, nor does it commit CARE to pay for costs incurred in the preparation and submission of a response. Furthermore, *CARE reserves the right to reject any or all tenders received and/or change the number of units required within each category.*  CARE reserves the right to waive any informality in proposals received, deemed to be in the best interest of CARE. No officer or employee of CARE shall have a financial interest, direct or indirect, in any contract with CARE.

All sealed bids should be addressed to CARE International office at Hassakeh no later than **July 11, 2022 at 14:00**.

**Notes:**

**Transportation and custom clearance should be part of the financial offer, it could be added separately, but should come as a full package to have a clear total cost whatever is the delivery point/situation.**

**Signing the contract does not mean that the supplier is obligated to deliver the materials. The delivery of the materials will be based on Purchase Order that will be issued later, according to according to the work plan that is shared with the supplier once each Purchase Order (PO) is signed.**

**All item descriptions are provided in the attached file - 2. Detailed Specification and Quantity (BoQs); the indicated specifications are a minimum requirement in terms of quality and quantity. Items that do not meet the minimum requirements may be excluded from evaluation.**

**All materials should be transported from Vendor warehouse to project locations as per work plan that will be shared upon signing each PO. Cost of the transportation should be included in the unit cost and no additional budget is available to cover the transportation cost.**

**Origin of products must not be from OFAC-sanctioned countries (Iran, North-Korea, Cuba, GoS-owned companies).**

**CARE reserves the right to accept or reject in part or in whole any bid submitted.**

***Bids received after July 10, 2022 @ 02:00 pm will not be considered in addition to any bids received by email.***

Any question regarding this tender should be submitted in writing to CARE Procurement team at [nes.tenders.2020@gmail.com](mailto:nes.tenders.2020@gmail.com) no later than June 20, 2022 at 12:00. CARE reserves the right not to respond to questions that undermine the competitive bidding process.

**Bid Opening:** Bids will be opened on July 11, 2022.

## 2. Detailed Specification and Quantity

**Bill of Quantity**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **N** | **Description** | **الوصف** | **Unit** | **QTY** | **Unit price** | **Total Price** |
| 1 | Excavation works for the foundations with dimensions of 1.25 \* 1.25 \* 1 m, regardless of the type of soil | اعمال الحفر للاساسات بابعاد 1.25\*1.25\*1 م مهما كان نوع التربة | M3 | 1 |  |  |
| 2 | Providing and pouring reinforced concrete for the foundations with a caliber of 350 kg/m3 and reinforcing steel 7ø12 grid in two directions | تقديم وصب بيتون مسلح للاساسات بعيار 350 كغ/م3 وحديد تسليح7ø12 شبكة باتجاهين | M3 | 1 |  |  |
| 3 | Providing and pouring reinforced concrete for 6 columns, with a caliber of 350 kg/m3, and reinforcing steel 8×12 for each column and 8/20 bracelets with dimensions of 3×0.3×0.3 m | تقديم وصب بيتون مسلح ل 8 اعمدة بعيار 350 كغ/م3 وحديد تسليح8ø12 لكل عامود واساور ø8/20 بابعاد 3\*0.3\*0.3 م | M3 | 1 |  |  |
| 4 | Providing and pouring reinforced concrete for beams with a caliber of 350 kg/m3, rebar 3ø14 lower 4ø12 upper and ø 8/20 cm bracelets with dimensions 0.35 \* 0.3 m | تقديم وصب بيتون مسلح لجسور نازلة بعيار 350 كغ/م3 وحديد تسليح3ø14 سفلي 4ø12 علوي واساور ø8/20 بابعاد 0.35\*0.3 م | M3 | 1 |  |  |
| 5 | Providing and pouring reinforced concrete for the ceiling of the room with a caliber of 350 kg / m3 and reinforcing steel 7 ø 12 grid in two directions with a thickness of 15 cm | تقديم وصب بيتون مسلح لسقف الغرفة بعيار 350 كغ/م3 وحديد تسليح 7ø12 شبكة باتجاهين بسماكة 15 سم | M3 | 1 |  |  |
| 6 | Providing and pouring reinforced concrete for the grade beams with a caliber of 350 kg/m3, and reinforcing steel with a reinforcement rate of 8ø12, upper and lower symmetrically, and bracelets with dimensions of 8/20 with dimensions of 0.3 \* 0.4 m | تقديم وصب بيتون مسلح للشيناج الرابط بعيار 350 كغ/م3 و حديد تسليح بمعدل التسليح 8ø12 علوي و سفلي بشكل متناظر و اساور بابعاد ø8/20 بابعاد 0.3\*0.4 م | M3 | 1 |  |  |
| 7 | Providing and constructing using cement bricks with a cement mortar of no less than 350 kg/m3 and the dimensions of the block 15 \* 20 \* 40 cm and the bricks should be in two lines with a space between the two lines, filled with soil clay or foam boards | تقديم و تشيد بلوك بمونة اسمنتية لا تقل عن 350 كغ/ م3 و ابعاد البلوك 10\*20\*40 سمو يتم بناء البلوك في صفين بينهم فراغ يملأ بالطين او الواح الفوم | M2 | 1 |  |  |
| 8 | providing colored tylorian spray 400 kg/m3 for the external walls | تقديم رشة تيرولية ملونة بعيار 400كغ\م3 للجداران الخارجية | M2 | 1 |  |  |
| 9 | Providing 350 kg/m3 cement mortar for plaster on three layers and filling the spaces. | تقديم مونة اسمنتية عيار 350 كغ/م3 للزريقة على ثلاثة اوجه مع ملء الفراغات | M2 | 1 |  |  |
| 10 | provision and installation of 3m grills and 30 cm wide consisting of iron bars 3cm wide \* 0.3 cm thickness, with a spacing of 3 cm and a frame using iron angles size 30\*30\*3 mm with the installation of a metal grille with holes 0.5 cm that is resistant to rust and fixed by welding with paint and all needed works and accessories with installing 6m PVC pipe 4'' | تنفيذ شوايات بطول 3 متر و عرض 30 سم مكونة من مبسطات 3\*0.3 سم مع تباعد 3 سم واطار زاوية حديد 30\*30\*3 مم مع تركيب غربول معدني بفتحات 0.5 سم مقاوم للصدأ وتثبيته باللحام مع دهان وكل ما يلزم مع تركيب قسطل PVC (4 انش) بطول 6 متر | lump-sum | 1 |  |  |
| 11 | providing 250 kg/m3 concrete for the room ground with smoothing the surfaces, while achieving the necessary inclination to drain the water towards the drain holes | تقديم بيتون عادي بالقالب عيار 250 كج\م3 مع التصقيل و تحقيق الميول لتصريف المياه نحو فتحات التصريف | M3 | 1 |  |  |
| 12 | provision and installation of electricity network 60m copper cable 2.5 mm, 3 circuit cutters 16 A, with sockets, and light points (10 LED bulbs 15W), with 3 ceiling fans size 60 inch, with all needed accessories | تقديم وتاسيس خطوط الكهربائية في المبنا من خراطيم و كابلات كهربائية بطول 60 م لا تقل عن 2.5 مم و قواطع 16 امبير عدد 3 مع تركيب اباريز و نقاط ضوئية مع تركيب لمبات ليد (15 واط) عدد 10 و تركيب مراوح سقف عدد 3 (قياس 60 انش) مع كل ما يلزم من اكسسوارات | lump-sum | 1 |  |  |
| 13 | provision of plastic trays for barley seeds germination, dark color, size 70\*30 cm and 4 cm depth | تقديم صواني استنبات الشعير بلون داكن و ابعاد 70\*30 سم و بعمق 4 سم | pcs | 1 |  |  |
| 14 | providing and installing plastic water tanks 1000L with PPR connections, and 2 taps | تقديم و تركيب خزان مياه بلاستك من 3 طبقات سعة 1000 لتر مع توصيلات انابيب ال PPR مع حنفيات عدد 2 | pcs | 1 |  |  |
| 15 | Provide an iron door with dimensions of 0.9 \* 2 m with all needed paint, lock and 3 joints. | تقديم باب حديدي بابعاد 0.9\*2 م وكل ما يلزم من دهان و قفل و 3 مفاصل | KG | 1 |  |  |
| 16 | Provide an iron window with dimensions of 300\*50 cm using iron angles size (35\*35\*3 mm), 5mm clear glass with all needed paint, lock and 3 henges | تقديم و تركيب نوافذ معدنية قياس 300\*50 سم باستعمال زوايا قياس 35\*35\*3 مم , زجاج نوافذ شفاف 5 مم على الاقل مع الدهان و الاقفال و 3 مفاصل | pcs | 1 |  |  |
| 17 | provision and installation of aluminum holders using aluminum angles size (40\*40\*3)mm | تقديم و تركيب حوامل المنيوم باستخدام زوايا المنيوم 40\*40\*3 مم | Ml | 1 |  |  |
| 18 | providing and planting trees, with needed excavation works | تقديم و زراعة شجر شمسية مع الحفر | pcs | 1 |  |  |
| 19 | providing a plastic water hose | تقديم خرطوم مياه بلاستيكي | M | 1 |  |  |
| 20 | Providing Portable gardening hand pressure pump sprayer | تقديم مرش سقاية ضاغط يدوي محمول على الكتف | pcs | 1 |  |  |
| 21 | Providing Bathtubs equipped with wheels for seeds soaking. | تقديم احواض بانيو مزودة بقواعد معدنية مع دواليب لنقع البذور | pcs | 1 |  |  |
| 22 | providing solar system to operate lights, ceiling fans, air exhausts, consists of 2 solar panels 400W, 2 tubular batteries, MPPT inverter 3KW, with all cables, circuit cutters, holders, and all needed accessories. With connections to the room tablet, with an iron box for the batteries with lock | تقديم و تركيب منظومة طاقة شمسية لتشغيل المراوح و الشراقات و الانارة الليلية مكونة من لوح شمسي عدد 2 استطاعة كل لوح 435 واط, 2 بطارية انبوبية سعة 200 امبير, منظم شحن MPPT قدرة 3 كيلو واط مع كل الكابلات و القواطع و الحوامل المعدنية مع التوصيل مع اللوحة الكهربائيةمع صندوق حديدي لحماية البطاريات مع قفل | pcs | 1 |  |  |

# 3. General Conditions for Tender

1. **Scope**

CARE invite bidders for **Hydroponic rooms project** described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the tender documents. CARE reserve the right to vary the quantity of goods specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.

1. **Source of Financing**

CARE has received funds from various donors.

1. **Origin of Goods**

* All Goods and all related services under this contract can be from any country (except from OFAC-prohibited countries such as Iran, North Korea, Cuba or produced by GoS-owned entities) in which the Bidder intends to source, or as specified in the Technical Specifications.
* The term "origin" means the place where the goods are mined, grown or produced, and from which the services. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, we obtain a marketable product, the basic characteristics, purpose or utility are substantially different from those of components.
* The origin of supplies and services can be distinct from the nationality of the Bidder.

1. **Eligibility of Applicants**

All economic operators are eligible to submit a tender provided:

1. They are duly registered companies;
2. they have the legal capacity to enter into the procurement contract;
3. They are not bankrupt or in the process of going bankrupt;
4. They have not been convicted for an offense concerning professional conduct;
5. They have not been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify);
6. They are not guilty of serious misinterpretation in supplying information;
7. They are not in situations of conflict of interest (with prior relationship to project or family or business relationship to parties on Commission);
8. They are not declared at serious fault of implementation owing to a breach of their contractual obligations;
9. They are not on any list of sanctioned parties issued by the United States Government, United Nations and European Union.
10. **Language**

As determined by CARE, the working languages of this tender is English. Other languages will not be accepted.

1. **Qualifying and Conditions**

The Bidder shall provide, as an integral part of its bid, documents establishing that he/she is eligible and qualified to perform the contract if its bid is accepted:

1. Certificate of registration
2. Occupation license
3. Track-record and references from previous clients;
4. **Tender Basis**

* All Tender Documents must be completed in full, or the application will be disqualified.
* All bids shall meet the criteria detailed in section 4, or the application will be disqualified.
* All bids shall be made in accordance with the Tender Documents including all specifications.
* All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition on original papers.
* If Applicants have any additional request and conditions, this shall be stipulated in a separate letter accompanying the bid. However, it is a condition of this tender that no clarification shall be deemed to supersede, contradict, add to or detract from the conditions hereof, unless made in writing and signed by the Representative of CARE.
* Each bid shall be valid for no less than three months from its date of submission.
* Bids shall be made in writing calculated in USD only (rounded to 2 decimals or nearest dollar), clearly stated on the appropriate forms.
* All prices must include the cost of custom clearance taxes, transportation from the vendor WH to Distribution points where the items will be received and EXCLUDING VAT.
* The Bill of Quantities must include all information requested, including origin, producer and product name.
* The applicant shall attach a detailed delivery time and propose ways and means for delivery.
* Clarifications regarding the bid must be raised in writing to CARE. The answer to any question raised in writing by any applicant will be issued to that applicant by email. Any new information will be then shared with all participant bidders.

1. **Scope of Works**

The scope of works concerns all works related to purchase, delivery, and clearance of **Hydroponic rooms project** as specified in this tender.

1. **Performance Standards**

The delivery must be undertaken in accordance with all relevant rules, regulations and statutes currently in force in NES in line with the rules and regulations of the donor.

1. **Bid Delivery**

All tenders will be delivered in standard format to CARE in a sealed bid, address to the Procurement Department and submitted before the deadline as stated in Tender Documents.

The envelope will be clearly marked with the precise reference of the invitation to which it is a response, the delivery address and the name of the applicant.

Tenders delivered after the specified time will not be accepted.

Tenders can be submitted by hand to the CARE Office address mentioned above.

1. **Bid Opening**

The bids will be opened only in the presence of CARE, at the address and on the date specified in the Tender Documents.

**Bid Evaluation**

CARE will check the offers to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, CARE may, at its discretion, request clarification from the CARE technical department.

**Financial and Delivery Evaluation**

The financial and delivery evaluation is based on the cost of **Hydroponic rooms project** and the lead time provided by the bidder in the submission. This evaluation will take place first, taking into consideration any reason for exclusion as mentioned within this document.

**Technical Evaluation**

This evaluation will also focus on the technical specifications and quality of the proposed items. For this purpose, certificates may be requested before the order confirmation.

1. **Selection of Tender**

Selection of the successful applicant will be based on the ranking of companies according to financial and technical criteria, as well as any other criteria suggested by the procurement Committee. Based on this CARE will then make a decision and award the Contract.

1. **BID AWARD**

Award of contract shall be made to the lowest responsible bidder or to the bidder who provides goods or services at the best value for CARE. CARE reserves the right to be the sole judge as to whether items bid will serve the purpose intended. CARE reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of CARE. CARE reserves the right to award based upon individual line items, sections or total bid.

1. **BEST VALUE**

In determining best value, CARE may consider: 1) purchase price; 2) reputation of the bidder and of the bidder’s goods or services; 3) quality of the bidder’s goods or services; 4) extent to which the goods or services meet CARE’s needs; 5) bidder’s past relationship with CARE; 6) impact on the ability of CARE to comply with laws and rules relating to contracting with historically underutilized businesses and non-profit organizations employing persons with disabilities; 7) total long-term cost to CARE to acquire the bidder’s goods or services; and 8) any relevant criteria specifically listed in this document.

1. **BEST VALUE EVALUATION CRITERIA AND FACTORS –**

Award of contract shall be made to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality taking into consideration the relative importance of price and other factors set forth below. Best value evaluation criteria will be grouped into percentage factors as follows:

* 40% PRICE INCLUDING CONSIDERATION OF ANY MINIMUM QUANTITIES PER DELIVERY
* 60% QUALITY OF ITEMS AGAINST CARE MINIMUM REQUIREMENTS

1. **Acceptance of Successful Tender**

Taking into consideration the recommendation of the Procurement Committee, CARE will make the final choice of the awarded company. CARE will then send a letter of acceptance to the successful applicant. After all verifications, the company will then be asked to sign the Contract. Any amendment to the awarded tender will be documented as an “Annex” to the Contract and will be determined by CARE.

1. **Notes**

* Vendors may be asked by CARE to submit additional information during the quotation evaluation.
* CARE has the right to reject all offers.
* CARE has the right to negotiate the offers received.
* CARE has the right to increase the quantities requested in the offer in 180 calendar days from the date of signing the Contract, without changing in the offered price.

1. **Schedule of delivery and storage**

## All required items and quantities specified in Section 2 – Detailed Specification and Quantity should be ready for delivery to final destination based on the delivery schedule provided by CARE. CARE anticipates that the first delivery time frame is one week after the official awarding.

## STORAGE – Bidder agrees to provide storage of ordered materials, if requested, not to exceed 30 calendar days.

* If the Vendor continuously fails to meet the delivery deadlines that will be stipulated in the Contract based on this offer, penalties may apply, up to and including Contract termination.

# 4. Special Conditions for Tender

**SPECIFIC TERMS OF PAYMENT / Cost of Hydroponic rooms project**

The Vendor agrees to submit a final and total fixed price for all items mentioned in the attached BoQ, depending on quantities required, regardless to the evolution of market prices in the weeks and months following the signing of the Contract up to 1 year after the Contract signature. This means that the Vendor expressly agrees to buy the total (minimum specified) quantity of items, after the signing of the Contract to secure the proposed price in the offer. This also means that the Vendor agrees to store the total amount of Items, and cover all costs associated with storage, in order to deliver the quantities required by CARE as demanded, or in connection with the delivery schedule.

1. CARE will not be held responsible in any way for any increased costs to purchase items and accessories corresponding to this tender after the signing of the Contract, in case the Vendor has failed to secure the entire quantity. Any increase in costs that would be associated with this situation will be fully and entirely the responsibility of the Vendor and therefore is not covered by CARE, but by the Vendor.
2. The company also agrees to provide a certificate of origin for each item s/he has bought and will deliver if requested by CARE. In addition, CARE reserves the right to contract an independent agency for external control and to perform additional quality control during delivery**. If it appears that the quality and technical specifications do not conform to the contract, part of or all items may be rejected. The Vendor will be fully responsible to replace the related quantity in question in the shortest possible time and at its own expense.**
3. CARE has no obligation, under any circumstances, to receive or pay for items that do not meet the minimum quality standards as required by CARE and the Donor(s).

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**For and on behalf of the company For and on behalf of CARE**

# 5. Declaration of Eligibility

Name of Company:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, the undersigned *(Name and address of representative)*

Representative of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Name and address of company)*

Declare that the following conditions are applicable to us;

* We are registered companies.
* We are not bankrupt or in the process of going bankrupt.
* We have not been convicted for an offense concerning professional conduct.
* We have not been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
* We have fulfilled obligations related to payment of social security and taxes.
* We are not guilty of serious misinterpretation in supplying information.
* We are not in situation of conflict of interest (with prior relationship to project or family or business relationship to parties on Commission).
* We were not declared as serious fault of implementation owing to a breach of their contractual obligations.
* We do not employ personnel below the legal working age.
* We provide basic social rights and fair working conditions to our employees.
* We are not on any list of sanctioned parties issued by the United States Government, United Nations and European Union.

In the presence of Declared

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*(Signature) (Signature)*