**Request for Quotation (RFQ)**

**For Construction of 27 Transitional Shelters in Herat province**

**(LOT 1 of 53 shelters)**

**One Company can only apply for one of the Lots (LOT 1 & LOT 2) announced simultaneously.**

Issue Date: 8th January 2024 RFQ# ORCDG/2024/002

Closing Date: 18th January 2024

**RFQ Validity: 60 days**

1. **Introduction**

ORCD Global Inc. is a U.S. based non-governmental, and not-for-profit founded in 2017. ORCDG was registered in the State of California, United States of America (USA) on 05 November 2017 (Registration No: C4076735). Later, it was registered as an international organization in Afghanistan in December 2018 (Registration number 460).

ORCDG with fundings from Muslim Aid is implementing a project which aims at provision of safe living space for those affected by earthquakes through construction of transitional shelter units in Herat province. The project is titled **“Afghanistan Earthquake Response Phase 2 – Construction of Transitional Shelter Units for earthquake affected households in Herat.”.** This Request for Quotations (RFQ) is intended for Lot 1 of the shelter units which includes construction of 27 transitional shelter units along with latrines.

ORCDG cordially requests all the bidders to read the requirements of this document thoroughly, provide each and every document accordingly and avoid offering unrealistic prices.

**Please Note: You can only apply to one of the Lots between LOT 1 and LOT 2 which have been announced simultaneously. If ORCDG finds out that a company has offered bids for both lots, one of the bids will be automatically disqualified and the company will have no right to complain.**

1. **Scope of Services**

**Location Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| **SN** | **Province** | **District(s)** | **Village** |
| 1 | Herat | Zindajan | To be decided |

**Please Note:** The district(s) mentioned above are only based on initial plans, the exact locations will be selected by ORCDG in coordination with the local authorities and cluster after meetings and needs assessments. Therefore, some districts might be added to or omitted from the list based on exact survey and site selection.

1. **Drawings and details of the transitional shelter and latrine (attached to this document).**
2. **Bill of Quantities for construction of transitional shelter units:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Bill of Quantities for Construction of 30 Sqm Shelter and one set Latrine**  **(The costs should only be provided for the highlighted rows which are the main items of work, the rows not highlighted are the sub/descriptions of the work highlighted in the cell above).**  **قیمت گذاری باید فقط در ردیف های که هایلایت شده است صورت گیرد. آیتم های که هایلایت نشده اند صرفا نشان دهنده حجم آیتم کاری که در ردیف بالاتر از آنها هایلایت شده است میباشد.** | | | | | | |
| SN | **Description** | QTY | Unit | Unit Cost (USD) | Total Cost  (USD) | Remarks |
|
| 1 | Site preparation | 62.70 | M2 |  |  |  |
| 2 | site preparation clearing site etc. | 2.5 | md |  |  |  |
| 3 | Foundation Excavation | 13.9 | M3 |  |  | excavated soil will be re-used for backfilling of the foundation and Floor |
| 4 | unskilled labor | 12 | md |  |  | 1.2m3/md taken from work norms |
| 5 | Stone masonry of foundation & Korsi (1:6) (سنگ کاری تهداب غرقه وکرسی بامصاله | 22.9 | M3 |  |  |  |
| 6 | Stone including Transportation (سنگ همراه با انتقال آن در ساحه کار) | 19.24 | M3 |  |  | Total stone volume X 20% Wastage |
| 7 | sand including Transportation | 7.80 | M3 |  |  | 30% mortar has been taken |
| 8 | Ordinary Portland Cement, 50kg/bag, including transportation and all related works. | 1879.00 | kg |  |  |  |
| 9 | Water | 1807.00 | Liter |  |  | 7.86\* 230 liter taken from work norms |
| 10 | skilled labor | 9.00 | Md |  |  | 2.5m3/md taken from work norms |
| 11 | unskilled labor | 27.00 | md |  |  |  |
| 12 | Pointing (1:3) (هنگاف کاری با مصاله 1:3) | 14.36 | M2 |  |  |  |
| 13 | sand including Transportation | 0.50 | M3 |  |  |  |
| 14 | Ordinary Portland Cement, 50kg/bag, including transportation and all related works. | 50.00 | kg |  |  |  |
| 15 | Water | 200.00 | Liter |  |  |  |
| 16 | skilled labor | 2 | md |  |  |  |
| 17 | unskilled labor | 2 | md |  |  |  |
| 18 | Burnt brick works with Cement Mortar  1:4 | 26.63 | M3 |  |  |  |
| 19 | Cooked brick first class for walls (220x110x70), 0.32m width, according to the drawings. Including transportation and all related works. | 11793.00 | pcs |  |  | size of brick (22\*11\*7)cm, 25% |
| 20 | Water | 3285.00 | Liter |  |  |  |
| 21 | sand including Transportation | 7.00 | M3 |  |  |  |
| 22 | Ordinary Portland Cement, 50kg/bag, including transportation and all related works. | 2550.00 | Kg |  |  |  |
| 23 | skilled labor | 13.00 | md |  |  | 2m3/md taken from work norms |
| 24 | unskilled labor | 26.00 | md |  |  |  |
| 25 | I Beam for roof | 48.00 | M |  |  |  |
| 26 | I Beam for roof, L= 4m H=14 cm, weight= 90 kg | 12.00 | pcs |  |  |  |
| 27 | wooden sheet for roof covering | 42 | M2 |  |  |  |
| 28 | Providing of wooden sheets 200\*20\*2 for the roof work | 110.00 | pcs |  |  |  |
| 29 | Rush Size 1.5\*1.5\* Local | 42.00 | M2 |  |  |  |
| 30 | plastic sheet for roofing under  the straw mud plaster | 42.00 | M2 |  |  |  |
| 31 | GI gutter, section 12x10cm - gauge 18, 6 pieces of 1m length, according to the drawings. Including transportation and all related works. | 6.00 | M |  |  |  |
| 32 | Providing of soil (Khoraghil) for roof work | 6.50 | M3 |  |  |  |
| 33 | Providing of straw for roof work | 21.00 | kg |  |  |  |
| 34 | Wooden corner brace (as per design attached) | 8.00 | pcs |  |  |  |
| 35 | skilled labor (کارگر ماهر ) | 3.00 | md |  |  |  |
| 36 | Doors and windows |  | M2 |  |  |  |
| 37 | Wooden windows (1.5\*1.5)m with glass | 4.50 | M2 |  |  |  |
| 38 | Wooden windows (0.8\*0.9)m with glass | 0.81 | M2 |  |  |  |
| 39 | Wooden Door(1\*2.2)m | 4.40 | M2 |  |  |  |
| 40 | external doors, size 1.0x2.20m, with metallic frame profile 30x60mm - gauge 18, iron sheet 0.7mm, best quality, according to the drawings. Clean, with one coat of anti-rust paint and one coat of final paint, with handles, hinges, high quality lock. Including transportation and all related works. (9 Kgs/6 meters) | 2.20 | M2 |  |  |  |
| 41 | skilled labor (کارگر ماهر ) | 2.00 | md |  |  |  |
| 42 | Straw mud plaster for outside and Gypsum Mud Plaster for Inside and for floor mud straw plaster | 212.43 | M2 |  |  |  |
| 43 | Soil غوره گل | 11 | M3 |  |  |  |
| 44 | Gypsum for ceiling concrete hollow blocks grounting (Iranian high quality, 40 kg/bag) according to the drawings. Including transportation and all related works. | 950.00 | Kg |  |  |  |
| 45 | Straw کاه | 57.00 | Kg |  |  | 0.5kg/m2 |
| 46 | water | 4450.00 | Liter |  |  | 300 litter/1m3 soil taken from work norms |
| 47 | skilled labor | 4.00 | md |  |  | 6m2/md taken from work norms |
| 48 | unskilled labor | 12.00 | md |  |  |  |
| 49 | Provision of High-Quality Plastic Water Tank with the Capacity of 2000 Liters | 1 | No |  |  |  |
| 50 | RCC EQ Bands Concrete Grade M20,  (1:1.5:3) |  |  |  |  |  |
| 51 | Ordinary Portland Cement, 50kg/bag, including transportation and all related works. | 2,250.00 | Kg |  |  |  |
| 52 | Sand for PCC blinding. Including transportation and all related works. Natural sand deposited by stream or glacial agencies as a result of disintegration of rock is best form of sand. | 2.40 | M3 |  |  |  |
| 53 | Gravel/aggregate for PCC blinding. Coarse aggregate should be 120-160mm. Including transportation and all related works. | 4.70 | M3 |  |  |  |
| 54 | Y12 | 29.00 | No |  |  |  |
| 55 | Y8 | 34.00 | No |  |  | Stirrups should be placed 20cm c/c For EQ Bands and for Lintels 15cm c/c |
| 56 | Binding wire | 18.00 | Kgs |  |  |  |
| 57 | Shuttering and rebar bending | 33.00 | sqm |  |  |  |
| **Subtotal Cost (for one shelter unit)** | | | | |  |  |
| **Bill of Quantities for Construction of one set latrine** | | | | | | |
| **SN** | **Description** | **Unit** | **Quantity** | **Unit Price (USD)** | **Total Price (USD)** | **Remarks** |
| 1 | Excavation of foundation in medium type soil | Cum | 3.00 |  |  |  |
| 2 | Stone Masonry for foundation (1:4) Cement Mortar | Cum | 7.10 |  |  |  |
| 3 | Pointing of stone masonry | Sq.m | 18.00 |  |  |  |
| 4 | Brick Masonry work using Sun-dried bricks for walls with soil mortar | Cum | 5.60 |  |  |  |
| 5 | Plastering of walls and roof with mud straw plaster (Mud and straw) | Sq.m | 32.00 |  |  |  |
| 6 | Wooden Door for latrine (size 80 cm x 200 cm) | Sq.m | 1.60 |  |  |  |
| 7 | Wooden Window with fly screen (size 43 cm x 60 cm) | Sq.m | 0.30 |  |  |  |
| 8 | Oil painting of door and window | Sq.m | 1.90 |  |  |  |
| 9 | RCC slab for vault/latrine and top of manhole | Cum | 0.23 |  |  |  |
| 10 | PCC as slab for manhole and staircase | Cum | 0.52 |  |  |  |
| 11 | Lintel for Door and window | M | 5.00 |  |  |  |
| 12 | Wooden frame for ceiling, according to drawings | LS | 1.00 |  |  |  |
| 13 | Corrugated GI Sheet for roof | Sq.m | 6.00 |  |  |  |
| 14 | PVC Pipe with 2" dia. with all required fitting for drainage | M | 3.00 |  |  |  |
| 15 | Ventilation Pipe PVC 4 inches with cover and fly screen | M | 3.20 |  |  |  |
| 16 | Construction of Soak away pit | LS | 1.00 |  |  |  |
| 17 | Provision of Hand Washing Facilities According to the Drawing | Set | 1.00 |  |  |  |
| **Total for construction of one Latrine** | | |  |  |  |  |
| **Grand Total for construction of one (30 sqm) shelter and one set latrine** | | | | |  |  |
| **Grand Total for 27 shelter units and 27 latrines** | | | | |  | |

1. **Shortlisting and evaluation**

All the proposed bids will undergo a two-stage evaluation procedure ensuring ORCDG and donor compliance. The first stage will be a pre-qualification phase. Vendors must comply and pass each of the criterion in the first stage. If a vendor fails in the first evaluation stage, they will not be eligible to proceed further and will be eliminated.

The first Evaluation Stage contains the following:

(*To be decided and filled by ORCDG)*

|  |  |  |  |
| --- | --- | --- | --- |
| **First Evaluation (Prequalification stage) Stage** | | | |
| **SN** | **Pass/Fail Criteria** | **Pass** | **Fail** |
| 1 | Submission of a valid business license, registered with the Ministry of Commerce/other relevant government department |  |  |
| 2 | Bid properly sealed with all technical and financial bids submitted without correction in a sealed envelope with contact number & Company Official Email address clearly written on top of the envelope |  |  |
| 3 | Provided a proposal with validity of 60 calendar days from the closing date of the RFQ (should be provided through a letter; signed and stamped) |  |  |
| 4 | All submitted bid documents including supporting documents and annexures properly completed, signed, and stamped. |  |  |
| 5 | Financial Bids provided in ORCDG RFQ template only |  |  |
| 6 | A bid security amount of up to **USD 5,000** provided (through an official letter from one of the legal banks in Afghanistan) |  |  |
| If a vendor fails to meet any of the above criterion, their bid will be eliminated, and the bidder will be disqualified from the process. | | | |

The Second Evaluation stage shall be conducted by a technical committee after bid opening. This stage will be comprised of both Technical and Financial evaluation of all the bids which have passed the prequalification stage. Details, maximum scoring and scoring criteria of the second stage is as follows:

(*Scores to be given by ORCDG)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Second Evaluation Stage** | | | |
| **SN** | **Criteria** | **Score Received** | **Max. Score** |
| 1 | Lowest Financial Bid\* |  | 30 |
| 2 | Similar Experience and Previous Performance supporting documents, only a list of completed and ongoing projects is not acceptable.   1. Overall, at least 5 years of experience in construction projects (Excluding projects that consist of construction of shelters) (3 contracts from three different clients of previous experience should be provided) – 10 marks. 2. Three similar contracts from three different clients (similar contracts means that the company has implemented projects that included construction of permanent or transitional shelters) – 15 marks. |  | 25 |
| 3 | Qualification and experience of proposed key and technical personnel (Project Manager, Engineers, Administrative staff)  **Mandatory staff:**   1. One Project Manager – At least bachelor’s degree in civil/construction engineering. 5 years of work experience in management of construction projects – 6 marks (The project manager should agree to reside in Herat during the implementation of project).      1. Two Site Engineers – Holding a BSc. Degree in Civil or Construction Engineering, at least 3 years of experience in Construction projects as an Engineer (Both site engineers should be available in Herat during the project implementation) – 6 marks. 2. One Admin/Finance officer – Holding a BBA or Economics degree, at least two years of experience as a finance and admin officer in a well-known company/organization – 3 marks.   **The bidders are requested to avoid attaching additional and irrelevant CVs.** |  | 15 |
| 4 | Realistic and comprehensive work plan for the completion of project (timeframe for each activity i.e., mobilization and demobilization, transportation of materials to site, construction of foundations, walls, roofs and so forth should be clearly mentioned in the work plan\*\*, the maximum timeframe for the work plan should not exceed 6.5 months) |  | 10 |
| 5 | Organization Capacity  (Office existence and presence in the target province; addresses of main office and field offices to be provided, a list of total number of staff members, list of relevant machinery and equipment) |  | 10 |
| 6 | Updated Original Bank Statements (Last six months statements) (5 marks)  (Statements of periods more than the last six months will be given zero marks)  Updated (Last fiscal year) Tax Filing (Izhar Nama) documents (5 marks) |  | 10 |
| Total | |  | 100 |
| \* The lowest price shall be scored a total of 30. However, prices ranked lower shall be scored according to the following formula: Score= (30\*lowest price)/price under consideration  ORCDG holds the right to disqualify bids that have provided unrealistic and illogically low or high prices. | | | |
|
| Other criteria will be assessed/scored after a technical evaluation by the committee.  \*\* If selected as a sub-contractor, ORCDG will require the company to provide high quality photos and videos of different stages of construction for each well. | | | |

* 1. **Bid opening, Bid evaluation and announcement of results:**

Bid opening of all the received quotes/proposals will be conducted after the closing date in the presence of all the bidders. ORCDG will invite the bidders through email or phone. The bidders must note that according to the criteria set forth above, the lowest price is not an indicator of being successful as each of the above criterion needs to be fulfilled.

Technical and financial evaluation of bids will be conducted after the completion of bid opening by an internal impartial committee. All the bidders will be informed of the results through email by the ORCDG logistics department.

Bidders who are not satisfied with the result have the right to raise a complaint by submitting an official petition/complaint letter to ORCDG main office. The letter should be written in the company letter head and should be signed and stamped by the most senior person in the company. However, it should be noted that the complaints need to be backed by strong reasons and arguments. If the complaint was found illogical or irrational, the bidder might even be blacklisted and will not have the right to work with ORCDG in future.

The timeframe for submitting a complaint is up to **2 days** after the announcement of results. Complaints received after the abovementioned deadline will not be considered.

1. **Confidentiality and Conflicts of Interest**
   * It is a further condition of proposing that you will keep confidential the information disclosed to you in this invitation to proposal and in connection with the invitation and your response to the invitation. You must also return to ORCDG any information disclosed (and any copies you have made of this) if requested and must only use such information for the purposes of making the proposal.
   * In the same manner, any information received relating to the proposing company will be treated in the strictest of confidence by the ORCDG.
   * A company will not be eligible for appointment if any of its partners, directors or major shareholders is a member of the ORCDG Board or the staff of ORCDG.
   * Companies must declare, as part of the proposal, whether any partners, directors, major shareholders, senior staff, or the partners/spouses of any of these listed are:
     + Members of ORCDG Board or related to any such member.
     + An employee of ORCDG or related to any such employee.
   * Companies should also identify any work they are currently undertaking, or bidding for, which could cause a conflict of interest, and indicate how they will deal with this potential conflict if the contract is awarded.
2. **Form of proposal – information to be provided.**

To be considered, your proposal submission must include the following information. Failure to supply such information, in the requested format where specified, will result in your proposal not being considered.

* 1. **The RFQ will be evaluated using the aforementioned technical and financial criteria. Proposals should address each criterion in the first stage in order to qualify for the second stage otherwise their bids will be considered ineligible and therefore eliminated.**
  2. **Information about your company:**
     1. A short profile of your company with emphasis on the different services you supply. If the company is part of a group of companies, or is a subsidiary or parent company, please also give details of the group.
  3. **Experience:**
     1. Details of your firm’s experience of providing similar services, and in particular experience of working with similar organization’s funded projects in Afghanistan.
  4. **Costs:**
     1. All cost shall be inclusive of all applicable taxes as per taxation law of the government of Afghanistan, [www.mof.af](http://www.mof.af/) , TA/DA.
     2. The quotation price should be given in USD.
  5. **Payment:**
     1. Once the contract is signed with a company all the payment will be processed through bank transfer, the company is not supposed to request ORCDG for cash or cheque payment.
     2. Additionally, the payment will be processed to the partner company’s bank account not to an individual bank account.

1. **Submission Procedure**

* Please submit the hard sealed stamp copies of RFQ to ORCDG Office House# 28, Street of Shams London Academy Girls School, Shaheed Square, Taimani Project, Kabul, Afghanistan by **02:00 PM (AFT), 18 January 2024** or before the deadline.
* Should you have any questions, please feel free to contact us via [tender@orcdglobal.org](mailto:tender@orcdglobal.org)
* No proposal will be considered if received after the deadline set out above.

1. **Disclaimer**

ORCDG is not bound contractually or in any other way to any Proponent to this request for proposal/bid. The organization is not liable for any costs or compensation in relation to the consideration of this Request for submission of proposal/bids by the Proponents whether or not the organization terminates, varies, or suspends the process or takes any other action permitted under this Request for proposals/bids.

The organization may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the Proponents or potential Proponents.

Sincerely,

Procurement & Logistic Department

ORCDG Global Inc.