



UNHCR

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

DATE: 11 JUNE 2019

REQUEST FOR PROPOSAL: No. RFP/COK/014/2019

**TENDER FOR CONSTRUCTION OF ADDITIONAL CLASSROOMS, LIBRARY
BUILDING AND SOLAR OPERATED WASH FACILITIES INSIDE BORIKHAIL
SECONDARY SCHOOL, IN GURBUZ DISTRICT, KHOST PROVINCE**

CLOSING DATE AND TIME: 9 JULY 2019 – 14:00 HRS (LOCAL TIME)

INTRODUCTION TO UNHCR

The Office of the United Nations High Commissioner for Refugees (UNHCR) was established on December 14, 1950 by the United Nations General Assembly. The agency is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It also has a mandate to help stateless people.

In more than five decades, the agency has helped tens of millions of people restart their lives. Today, a staff of some 6,600 people in more than 110 countries continues to help about 34 million persons. To help and protect some of the world's most vulnerable people in so many places and types of environment, UNHCR must purchase goods and services worldwide. For further information on UNHCR, its mandate and operations, please see <http://www.unhcr.org>.

1. REQUIREMENTS

UNHCR, Kabul, invites qualified Contractors, duly registered with the Government of Afghanistan, to make a firm offer for the provision of Construction Services for: UNHCR fully funded project for Construction of Additional Classrooms, Library Building and Solar Operated Wash Facilities Inside Borikhail Secondary School, In Gurbuz District, Khost Province

IMPORTANT:

Technical Drawings/Design & Bill of Quantity (BOQ) are detailed in **Annex C** and **Annex D** of this document.

It is strongly recommended that this Request for Proposal (RFP) and its annexes be read thoroughly. Failure to observe the procedures laid out therein may result in disqualification from the evaluation process.

Sub-Contracting: Please take careful note of article 5 of the attached General Terms and Conditions (**Annex A**).

Note: this document is not construed in any way as an offer to contract with your firm.

2. BIDDING INFORMATION:

2.1. RFP DOCUMENTS

The following annexes form integral part of this Invitation to Bid:

- Annex A: UNHCR General Conditions of Contracts for the Provision of Services (2018)
Annex B: UNHCR General Conditions of Contracts for Civil Works (October 2000)
Annex C: Approved Technical Drawings / Design of the Ministry of Education (i: additional classrooms & WASH facilities – 34 pages & ii: specifications/scope of works
Annex D: BOQ & Financial Offer Form
Annex E: Vendor Registration Form
Annex F: UN Supplier Code of Conduct
Annex G: Proposal Submission Checklist

2.2 ACKNOWLEDGMENT

We would appreciate your informing us of the receipt of this RFP by return e-mail to the Supply Chain Unit at afgkascu@unhcr.org as to:

- Your confirmation of receipt of this RFP
- Whether or not you will be submitting a bid

IMPORTANT:

Failure to send the above requested information may result in disqualification of your offer from further evaluation.

2.3 REQUESTS FOR CLARIFICATION

Bidders are required to submit any request for clarification or any question in respect of this RFP by e-mail to the Supply Chain Unit at afgkascu@unhcr.org.

The deadline for receipt of questions is 14:00 hrs local time on 24 June 2019. Bidders are requested to keep all questions concise.

IMPORTANT:

Please **DO NOT SEND BIDS** to the above email addresses. **Only Queries and questions** on this RFP can be sent to the above address.

UNHCR will compile the questions received and plans to respond to such questions shortly after the closing date/time for clarifications. UNHCR may, at its discretion, copy any reply to a particular question to all other invited bidders at once.

SITE VISIT – MANDATORY

A pre-bid site visit / conference will be held at the project site on Tuesday and Wednesday, **20 June 2019, respectively, from 9:00am to 16:00 hrs local time.** A maximum of 2 representatives per company is allowed. Names, ID numbers and contact details of the Company's representatives must be provided to UNHCR, at least 2 working days in advance, by email to: afgkascu@unhcr.org

During the visit, UNHCR representatives will illustrate clearly all details about the preparation and submission of the tender proposal, as well as addressing all technical and contractual questions raised by bidders. The estimated duration of the site visit is 1 hour per company but may be extended/reduced as needed.

Participation is mandatory, as no variation in price and/or schedule will be authorized due to lack of knowledge of the site condition.

Bidders shall consider their participation to the pre-bid site visit / conference as "cost of business". Subsequently, UNHCR will not reimburse any attendance costs.

2.4 YOUR OFFER

Your offer shall be prepared in English.

Please submit your offer using the Annexes provided. Offers not conforming to the requested formats may be not taken into consideration.

IMPORTANT:

Inclusion of copies of your offer with any correspondence sent directly to the attention of the responsible buyer or any other UNHCR staff other than the submission address will result in disqualification of the offer. **Please send your bid directly to the address provided in the “Submission of Bid” section 2.6) of this RFP.**

Your offer shall comprise the following two sets of documents:

- Technical offer
- Financial offer

2.4.1 Content of the TECHNICAL OFFER

IMPORTANT:

No pricing information should be included in the Technical offer. Failure to comply may risk disqualification. The technical offer should contain all information required.

The Approved Technical Design and BOQ of the services requested by UNHCR can be found in **Annex C and Annex D**. Your technical offer should be concisely presented and structured in the following order to include, but not necessarily be limited to, the following information:

- **Description of the company and the company’s qualifications**

A description of your company with the following documents:

- Company profile with regards to Buildings Construction, Registration Certificate and years in operation
- Your audited financial statements of the last 3 years
- The organization structure or organization chart of your company
- Valid trading license to carry out the services and execute the works subject of this RFP
- Written statement declaring that your proposal is valid for 120 calendar days from the closing date of this RFP
- List and contact details of references for at least 3 similar projects performed by your company
- A list of skilled labor, Qualified Technical Staff (Engineers, Project Manager, etc), including their CVs

Any information that will facilitate our evaluation of your company’s substantive reliability, financial and managerial capacity to provide the services.

- **Understanding of the requirements for services, proposed approach, solutions, methodology and outputs**

Any comments or suggestions on the BOQ, as well as your detailed description of the manner in which your company would respond to the BOQ:

- Similar services provided to UN/NGO entities;

- A description of your firm's capacity to provide the service;
- A description of your firm's experience in these services.
- List of all machinery, equipment and tools to be mobilized for performance of the construction works described in **Annex C** and **Annex D**
- Project assumptions and constraints based on your understanding of the project
- The methodology approach to be used in addressing the issues outlined in the BOQ
- Proposed Project Schedule – Detailed Work Plan using Gantt chart, including all major design and construction activities and allotment of resources for each project milestone. Proposed schedule shall be prepared in calendar days. Do not indicate dates, use only durations. The plan must cover the period from signing of the contract to site clearance, mobilization, implementation and completion / hand-over to UNHCR of the required works
- Site visit (mandatory).

Vendor Registration Form: If your company is not already registered with UNHCR, you should complete, sign, stamp, date and submit with your technical proposal the Vendor Registration Form (**Annex E**). If your company is already registered with UNHCR, please submit an empty Vendor Registration Form clearly indicating your UNHCR Vendor ID.

UNHCR General Conditions for Provision of Services, UNHCR General Conditions of Contracts for Civil Works and UN Supplier's Code of Conduct: Your technical offer should contain your acknowledgement of the UNHCR General Conditions for Provision of Services and UNHCR General Conditions of Contracts for Civil Works by signing **Annex A**, **Annex B** and **ANNEX F**. However, please note that submitting an offer is deemed as full acceptance of UNHCR's General Conditions for Provision of Goods and Services, as well as **Annex B** and **Annex F**.

2.4.2 Content of the FINANCIAL OFFER

Your separate **Financial Offer** must contain an overall offer in a single currency, either in Afghan Afghani (Afs) or US Dollars (US\$).

The financial offer must cover all the services to be provided, including cartage of all remaining materials upon completion of the works (price "all inclusive").

The Financial Offer is to be submitted as per the BOQ & Financial Offer Form (Annex D). Bids that have a different price structure may not be accepted.

UNHCR is exempt from all direct taxes and customs duties. With this regards, price has to be given without VAT.

You are requested to hold your offer valid for minimum 120 calendar days from the deadline for submission. UNHCR will make its best effort to select a company within this period. UNHCR's standard payment terms are within 30 days after satisfactory implementation and receipt of documents in order.

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.



2.5 **BID EVALUATION:**

2.5.1 **Supplier Registration:**

The qualified supplier(s) will be added to the Vendor Database after investigation of suitability based on the submitted Vendor Registration Form and supporting documents. The investigation involves consideration of several factors such as:

- Potential capacity of the firm to deliver the scope of services required
- Company strength, core business, proposed technical personnel and relevant experience
- Track record and current clientele
- Proposed project schedule – detailed work plan

2.5.2 **Technical and Financial evaluation:**

For the award of this project, UNHCR has established an evaluation criteria which govern the selection of offers received. Evaluation is made on a technical and financial basis. The percentage assigned to each component is determined in advance as follows:

The **Technical offer** will be evaluated using inter alia the following two stage criteria and percentage distribution: **70%** from the total score:

No.	Technical Evaluation Criteria	Max Points Obtainable
1 - First Stage Evaluation: PASS / FAIL Criteria		
a	Registered in Afghanistan	Pass / Fail
b	Submission of a valid license for construction works	Pass / Fail
c	Undertook the mandatory site visit	Pass / Fail
d	Accepts, and submitted signed UNHCR General Conditions of Contract for Services (Annex A), UNHCR General Conditions of Contract for Civil Works (Annex B) and Supplier Code of Conduct (Annex F)	Pass / Fail
e	Submission of a completed (signed / stamped) Vendor registration Form (Annex E)	Pass / Fail
f	Accepts proposal validity of 120 calendar days from the closing date of this RFP	Pass / Fail
2 - Second Stage Evaluation: SCORING Criteria		
g	Description of the firm and relevant qualifications (13 points)	
	i. Years of experience in providing construction services	5
	ii. Organization structure or chart (of the firm)	3
	iii. Past experience for similar projects, list and contact details of references, incl. UN/NGOs & Government	5
h	Understanding of UNHCR's requirements (20 points)	
	iv. Proposed approach to carry out the works / addressing the requirements outlined in the BOQ	5
	v. Proposed project schedule – detailed work plan using Gantt chart	10
	vi. Project assumptions and constraints based on an understanding of the project	5
i	Implementation Capacity (25 points)	
	vii. List of all machinery, equipment and tools to be mobilized for performance of the works described in Annex C and Annex D	7.5
	viii. List of skilled labour, qualified technical staff (Engineers, Project Manager, etc), including their CVs	10
	ix. Potential financial capacity to fund the milestones (in absence of advance payment by UNHCR)	7.5

j	Materials and finished works warranty (12 points)	
x.	Clarity on origin / brand names of the proposed materials	2
xi.	Inclusion of specification of the proposed materials (eg. solar equipment, electrical equipment, etc)	5
xii.	Warranty of the installation works (solar technology, water well and hand pump, electrification, etc)	5

Remark: The Technical offer score will be calculated according to the percentage distribution for the technical and financial offers.

In order to proceed to further stages of the evaluation process, the submitted proposal must obtain minimum 40 points or above of the total technical obtainable score, 70 points.

The **Financial offer** will use the following percentage distribution: **30%** from the total score.

The maximum number of points will be allotted to the lowest price offer that is opened and compared among those invited firms. All other price offers will receive points in inverse proportion to the lowest price; e.g., $[\text{total Price Component}] \times [\text{US\$ lowest}] \setminus [\text{US\$ other}] = \text{points for other supplier's Price Component}$.

For evaluation purposes only, the offers submitted in currency other than US Dollars will be converted into US Dollars using the United Nations rate of exchange in effect on the date the submissions are due.

2.6 **SUBMISSION OF BID:**

The offers must bear your official letter head, clearly identifying your company.

Bids should be submitted by mail. All attachments should be in PDF format and addressed as follows:

THE UNHCR BID OPENING COMMITTEE
RFP/COK/014/2019
Closing date: 9 July 2019 at 14:00 hrs
UNHCR Country Office
Kabul, Afghanistan

Proposals **MUST** be sealed in an outer and two inner envelopes as detailed below. Failure to do so may result in disqualification

- The **Outer Envelope** should be marked and addressed as above
- The **First Inner Envelope** will contain the Technical Proposal, the vendor registration form, signed/stamped UNHCR General Conditions of Contracts for Services and Civil Works, signed/stamped Supplier Registration Form, Proposed Project Schedule – Detailed Work Plan, list and CVs of core technical personnel assigned to this project, and other relevant company registration documentation inclusive of the company profile
- The **Second Inner Envelope** shall contain your completed, signed, dated and stamped BOQ / Financial Proposal Form only (**Annex D**)

INCOMPLETE PROPOSALS WHICH DO NOT COMPLY WITH UNHCR'S RFP MAY NOT BE CONSIDERED.



LATE SUBMISSION OF BIDS: Bids received after the deadline for submission, i.e. 9 July 2019 at 14:00 hrs local time, and bids transmitted in any other manner than those indicated above will not be considered.

UNHCR will not be responsible for locating or securing any information that is not identified in the bid. Accordingly, to ensure that sufficient information is available, the bidder shall furnish, as part of the bid, any descriptive material such as extracts, descriptions, and other necessary information it deems would enhance the comprehension of its offer.

2.7 BID ACCEPTANCE:

UNHCR reserves the right to accept and/or reject the whole or part of your bid without having to assign a reason whatsoever

UNHCR may at its discretion increase or decrease the proposed content when awarding the contract and would not expect a significant variation of the rate submitted. Any such increase or decrease in the contract duration would be negotiated with the successful bidder as part of the finalization of the Purchase Orders for Services.

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.

2.8 CURRENCY AND PAYMENT TERMS FOR PURCHASE ORDERS

Payment will be made in accordance to the General Conditions for the Purchase of Services and in the currency in which the Purchase Order (PO) is issued. Payments shall only be initiated after confirmation of successful completion by UNHCR business owner.

2.8.1 Payment Schedule

All services included in this RFP and the subsequent contract will be paid as per the executed amount of work at each stage completion. All payments will be made in the currency of offer (and PO) and in accordance with the UNHCR General Conditions for the Purchase of Services.

Invoices will be settled after the completion and acceptance of the milestone deliverables.

All payments shall be technically endorsed by the UNHCR Project Manager / Engineer and approved by the UNHCR local office up on issuance of a completion certificate by UNHCR.

2.8.2 Advance Payments

Advance payments are not applicable for this tender and subsequent contract.

2.8.3 Warranty Retainer

A total of 10% of the full/total contract's amount will be retained for a period of 1 year as a retention fee. The amount shall be deducted from each interim invoice / payment, as indicated under clause '2.8.1 Payment Schedule', above. The retainer will be released after

the expiry of the warranty period (defects and liabilities period), 1 year after completion and acceptance.

2.9 UNHCR GENERAL CONDITIONS OF CONTRACTS FOR THE PROVISION OF SERVICES

Please note that the General Conditions of Contracts (**Annex A**) (as well as for Civil Works where applicable – **Annex B**) will be strictly adhered to for the purpose of any future contract. The Bidder must confirm the acceptance of these terms and conditions in writing.

John C. Melkenbeek,



Senior Supply Officer
UNHCR Country Office, Kabul, Afghanistan

Technical Specifications/Scope of Work

Project Name: Provision of Secondary Education

TITLE OF WORK:

Enhancing Learning Spaces through the construction of additional classrooms, library building and solar operated WASH facilities

**FOR DEPARTMENT OF EDUCATION
KHOST PROVINCE**

30 May 2019



A - GENERAL

1. Introduction

1.1 Outline of Education in Khost

The construction of additional classrooms aimed at enhancing learning spaces inside Borikhail Secondary School, in Gurbuz district, Khost Province Afghanistan.

Borikhail Secondary School is located inside Gulan Refugee Camp, around 35 km south of Khost City.

The school has an eight room school building only, which densely accommodates around 1,000 students. Since 2014, UNHCR through its partner CoAR implemented Secondary Education Project for North Waziristani Refugee in Gulan Refugee Camp. During 2018, the partner with instruction from UNHCR FO Khost implemented Afghan curriculum along with Pakistan curriculum with the aim to accommodate refugee children in Afghan Schools. UNHCR through its Secondary Education Programme plans to construct additional classes, a library building and solar operated WASH facilities to boost learning environment in the school.

The main objective of upgrading of the school related facilities are:

- a) Enhancing overall learning spaces and environment
- b) Increasing learning spaces,
- c) Providing refugee children with access to school and learning opportunities,
- d) Assist provide child protection,
- e) Reforming present institutional set up for long term sustainability between host and refugee communities.

1.2 Site Description

The Location of the site is in Gulan Refugee Camp, close to Borikhail village.

The site is in a hilly terrain. The access is on an earth road beyond the Khost-Ghulam Khan border. The contractors are advised to visit the site prior to price the Bill of Quantities.

The site has to be first cut and level and compact using machines where necessary. Mobilizing of relevant machinery at the site has to be considered.



B- SPECIFICATIONS

SPECIFICATION FOR CIVIL WORKS

2.0 CONCRETE WORKS

2.1 General

Materials used in the Works shall be new, of the qualities and kinds specified herein and equal to approve samples. Delivery shall be made sufficiently in advance to enable further samples to be taken and tested if required. No materials shall be used until approved and materials not approved shall be immediately removed from the Works.

2.1.1 Materials shall be transported, handled and stored on the site in such a manner to prevent from weather, damage, deterioration or contamination.

2.1.2 Cement

Cement shall be Ordinary Portland cement of an approved brand. and shall conform to BS 12. Cement shall be of recent manufacture and used within 6 months of manufactured date.

Cube tests will be required by the Engineer. These tests shall be carried out at the Contractor's expense.

Any cement failing to meet the required standards will be rejected and replaced at the Contractor's expense.

Any cement not conforming to BS 12 shall not be used unless otherwise approved by the Consultant.

2.1.3 Aggregate

Fine aggregate shall be river sand conforming to BS 882.

Coarse aggregate shall be crushed granite stone excluding limestone or Aggregate shall not contain injurious amount of rubbish, dirt, organic impurities and other foreign matter

Strength of aggregate shall be more than that of hardened concrete paste.

Shape of coarse aggregate shall not be flat or slender.

The maximum size of coarse aggregate shall be 25 mm.

Sources of aggregate shall be to the approval of the Consultant and samples of aggregate from the proposed source shall be submitted to the Consultant at least 14 days before its intended use.

2.1.3 Water

Water shall not contain unacceptable amount of impurities, Salinity, which may adversely affect concrete and reinforcement.

Water shall be obtained from a public supply where possible, collected rain water or taken from any other sources approved by the Engineer.

Only water of approved quality shall be used for washing out formwork, mixing of concrete curing of concrete etc



3.0 HANDLING AND STORAGE OF MATERIAL

3.1 Cement

Cement shall be stored in a manner to prevent weathering.

Bagged cement shall be piled not more than 10 bags.

Cement caked even to the slightest extent shall not be used. Such cement and rejected cement shall be immediately separated from other bags .

3.2 Aggregate

Aggregate shall be stored in a manner effectively separating coarse and fine aggregate according to type and shall be prevented from inclusion of dirt, rubbish and other undesirable foreign matters.

Coarse aggregate shall be unloaded and piled in a manner not to cause segregation of small and large particles. Aggregate to be stored in piles of moderate height and at a location where good drainage is provided.

4.0 MIX PROPORTION AND STRENGTH

4.1 Mix ratio for reinforced concrete (Grade 20, M- 200) shall be in the proportion of 1:1 2:4 or as specified in the lab. Approximately (cement: fine aggregate: coarse aggregate) by dry volume. However the Characteristic Strength of Concrete must be of 20 N/mm²

4.2 Mix ratio for lean concrete (Grade 15, M-200) shall be in the proportion 1:3: 6 approximately (cement: fine aggregate: coarse aggregate) by dry volume.

4.3 Water-cement ratio for concrete shall be 0.4% to 0.45%

4.4 The specified Characteristic strength of reinforced concrete shall be 25 N/mm²

4.5 The required slump of concrete shall be 100 mm.

5.0 MIXING AND QUALITY CONTROLLING OF CONCRETE

5.1 Field-Mixed Concrete

The Contractor shall select the necessary facilities for storage, batching, mixing and transporting of each of the materials.

5.2 Mixing Control

Concrete mixture shall be constantly controlled to obtain required workability and mixed strength. Mixing time for each batch shall be not more than 3 minutes.



5.3 Quality Control

The Contractor shall conduct tests for quality control to ensure that concrete of the required quality is constantly produced.

The Contractor shall have all quality control tests reports ready for submission as required by the Engineer.

Quality Inspection of Concrete at the Point of Placement

The Contractor shall conduct tests on concrete at the point of placement. When test results meet the tolerances given below, the concrete shall be qualified to have passed the tests.

The tolerance between actual slump and required slump of the concrete shall be ± 2.0 mm

5.4 Cubes Test

Cube tests shall be carried out to determine the compressive strength of concrete. If the average value of compressive strength of concrete obtained in a test is not less than the specified design strength, it shall be qualified to have passed the test. In case of failure to the above requirements, the concrete shall be rejected and the Contractor shall take necessary measures to rectify whole of the concrete works carried out with rejected concrete mixture.

6.0 TRANSPORTING AND PLACING

6.1 General

The Contractor shall establish manner and schedule for transporting and placing of concrete and obtain approval of the Engineer.

Concrete shall be transported in a manner to minimize segregation, spill, age and other changes in quality thereof.

Concrete shall be placed and consolidated in a manner to ensure uniformity and optimum density.

In case of rain or other conditions that may affect the quality of concrete during concreting, the Contractor shall take necessary measures to cover the works and concrete to, the satisfaction of the Engineer.

6.2 Time Limit

The time limit from start of mixing to completion of placing of a batch shall be 30 minutes.

6.3 Construction Joint

Joint surfaces shall be cleaned, made free of laitance and other foreign matters, and wetted prior to concreting. Joint surface shall be roughened to the satisfaction of the Engineer. The locations and shapes of construction joints shall be consulted and approved by the Engineer.



6.4 Concrete Placing

Concrete placing shall be proceeded to keep the surface of placed concrete as horizontal as possible.

Concrete shall be continuously poured to compact around reinforcing bars and corners of formwork.

The maximum time interval between placement of adjacent concreting shall not exceed 30 minutes. However, when special measures are taken this time limit may be changed according to instruction or approval of the Engineer.

6.5 Consolidation

Mechanically operated (Poker) Vibrator shall be used for consolidating concrete to the best possible manner and to the satisfaction of the Engineer. However, vibrator shall not touch reinforcing bars and shall not be operated more than 30 seconds at same spot.

Concrete shall be horizontally placed and vibrating shall be carried out for each layer completely prior to placing any fresh layer. Vibrating shall not be continued until segregation or accumulating of water on top of the surface, takes place

6.6 Concrete Curing

After concrete has been placed, the concrete surface shall be kept moistened by spraying water or by other appropriate methods, and shall be protected from direct sunlight and rapid drying. The top surface of concrete shall be kept flooded with water at all times after concreting for the duration of specified curing period of not less than 14 days.

No foot traffic or loads shall be permitted on concrete for at least 03 days after placement.

7.0 TESTING OF CONCRETE

7.1 General

The contractor shall be required to conduct all tests according to BS method and procedure.

Tests, shall be conducted with samples randomly selected by the Engineer and, at the testing institutions approved by the Engineer.

In case of failure in tests, necessary measures shall be taken as instructed by the Engineer.

The Contractor shall keep test records during the work and until the completion of the defects liability period of the works.

7.2 Material

Cement Test

- (1) Setting test.
- (2) Soundness test.
- (3) Compressive strength test

Note: These tests shall be carried out for each batch of stock but, as directed by the Engineer



Aggregate test:

Grading and fineness modules.

7.3 Concrete

Fresh concrete

Slump test shall be conducted when concrete is placed, and more often at request of the Engineer.

Compressive strength test

In order to assess strength of concrete prior to 28 days after placing, compressive strength test shall be conducted for concrete test cubes in 7 days and 28 days after placing. The number of test pieces to be used in each test shall be not less than 3.

Test cubes shall be stored shall be cured in water after removed from moulds without being disturbed and shall be covered during the first 24 hours and shall be cured in water after removed from moulds , and carefully transported to the testing laboratory. The temperature of cubes shall be kept as close as possible to the temperature of the concrete in structure until the time of testing.

The test results shall be expressed in the average value by calculating the average compressive strength of all test cubes. The average value must be equal to or greater than the specified strength.

7.3 Cube Strength of Concrete:

Grade M	Cube strength at age of (N/mm ²)	
	7 days	28 days
20	16.5	25

7.5 Defective Concrete and Finishes

Honeycombed surfaces shall be made good on the instruction of the Engineer by the consulting the Engineer.



8.0 CONCRETE FORMWORK

8.1 Structure and Material

Formwork shall be fabricated to obtain accurate concrete in accordance with the drawings.

Formwork shall be made firm to bear the force of concreting and to avoid cement paste seeping.

Sheathing for formwork shall be waterproof plywood of not less than 12 mm thick. Joint of sheathing shall be butt joint and firmly assembled. In case of using wood board for sheathing, boards shall be 15 mm thick and applied planer. Joint shall be tongued and grooved unless otherwise approved by the Engineer.

Form lines shall be sound and suitable materials to accurately and safely cast the in-situ concrete structure as shown on the Drawings.

Timber form boards for sheathing where used for fair-faced concrete shall be of new materials as not to cause any defects to the surface of the concrete. Special care shall be taken in fabrication, storage and protection of these boards.

Form oil shall not have injurious effects on quality of concrete nor to bonding of surface finishing materials and shall be subject to approval of the Engineer.

8.2 Design of formwork

Formwork shall be designed to withstand construction loads during concreting, lateral pressure of fresh concrete, shock and vibrators due to concrete placing.

Formwork shall be free of injurious leakage of water, easy to remove, and shall not damage concrete at removal.

Supports shall be provided with the adequate horizontal and diagonal bracing and/or stays to prevent collapsing, heaving and twisting of formwork due to horizontal loads working during concrete placing.

8.3 Fabrication and Erection

Erection of formwork, shall be started only after previously placed concrete has reached age, so that no adverse effect on the concrete.

Sheathing shall be fabricated and installed accurately to match the locations, shapes and dimensions of members called for in the Drawings.

Sheathing shall be installed tightly so as not to permit cement paste or mortar to escape from joints.

Pipes, boxes and other embedded hardware shall be properly secured to sheathing or others so that they will not move during concrete placing.



Shoring shall be erected paying special attention to safety. If sheathing is reused, the surface in contact with the concrete shall be thoroughly cleaned off and sufficiently repaired before reuse. In case of using for fair-faced concrete, the same sheathings could be used twice only after approval of the Engineer.

8.4 Inspection

Formwork shall be inspected by the Engineer prior to placing of concrete.

8.5 Striking of form work

The minimum period for keeping the forms in position and for watering after laying the concrete shall be as stated below, except otherwise specified. Forms shall be removed in such a manner as to ensure the complete safety of the structure, so that there is no shock or vibration that would damage the reinforced concrete. The responsibility for the safety of the concrete shall rest entirely with the Contractor and the Contractor shall be held liable for any damage done and shall have to make good the same at his own expenses. The Contractor shall inform the Engineer when he intends to remove and shall obtain his consent, but the consent of the Engineer shall not relieve the Contractor of his responsibility.

37.6 Removal of formwork

Formwork shall be removed gently, after its removal has been approved by the Engineer.

Inspection by the Engineer shall be carried out immediately after the removal of sheathing and defects shall be immediately remedied according to instruction of the Engineer.

The minimum time for formwork to remain in place

Vertical sides of beams, slabs and columns	3 days
Soffits of slab	14 days
Soffits of beams	21 days
Cantilevers	28 days

9.0 STEEL REINFORCEMENT

9.1 Material

Reinforcing bars shall comply with the requirement of B.S.4449. and welded wire fabric, square bar fabric and expanded metal shall comply with appropriate part of B.S.4483.

Dia 6mm reinforcing steel shall be round mild steel bars, and 10mm, 12mm shall be deformed high tensile bars.



Characteristic Strength of deformed bars shall not be less than 410 N/mm².

Any other non-specified reinforcing steel shall not be used.

All reinforcing steel and binding wire shall be stored under cover and shall be at least 250mm above the ground.

9.2 Cleaning

Reinforcing bars shall be cleaned before use so that it is free from rust, oil, dirt or other coatings that reduce bond.

9.3 Bending and Laps

The reinforcement shall be bent cold in an approved bar bending machine. Preferably bars of full length shall be used. Lapping of bars where necessary shall conform to BS1487 'Bending Dimensions of Bars of Concrete reinforcement.

9.4 Concrete Cover to Reinforcement

FOR UNDER GROUND OR
WATER RETAINING STRUCTURES 20 MM

Reinforcement shall be inspected by the Engineer and approved before concrete is placed.

10.0 WATER PROOFING OF CONCRETE

Install crystalline type water proofing to all the internal and external surfaces of concrete structures in strict accordance with the approved manufacture's printed instructions.

10.1 Materials

Crystalline Type Water Proofing Material shall be used. It shall be a cementitious slurry coating containing catalytic chemicals which migrate in to the concrete using moisture present in the concrete as the migrating medium, and which cause the moisture and the unhydrated cement in the concrete to react causing the growth of non soluble crystals which fill the voids and capillary tracks of the concrete, thereby rendering the concrete it self water proof.

Acceptable products: Xypex concentrate, quick set, manufactured by Xypex chemicals (Canada) Limited or equivalent as approved by the Engineer.

10.2 Storage of materials

All materials shall be stored in original undamaged containers with manufactures seals and labels intact. Material shall be stored off the ground in a dry enclosed area.

10.3 Surface preparation

All surfaces shall be examined for defects such as honeycombing, pockets, cracks, etc. These areas shall be repaired in accordance with the manufactures printed instructions.



Concrete surfaces must be clean and free from scale, oil, laitance, dirt films, paint, or any other foreign matter.

If surfaces are smooth, the concrete should be lightly sandblasted, water blasted, or acid -etched with muriatic acid, as required to, provide a clean absorbent surfaces.

Prior to the application of water proofing slurry, concrete surfaces must be thoroughly wetted with clean water making concrete saturated to control surface suction. This shall ensure the growth of crystalline formation deep within the pores of the concrete. Excess surface water on the concrete surface, if any, shall be removed prior to application.

10.4 Application

Apply according to the manufacturer's specifications and instructions. Treatment of constructions joints and surface defects shall Comply with waterproofing material manufacturer's printed directions in the preparation. Apply second coat while first coat is still 'green' but after it has reached an initial set, as recommended by the water proofing material manufacturer.

10.5 Curing

Curing, shall be carried out as soon as the waterproofing material has set up sufficiently by a fine misty spray so as not to be damaged,. Treated surface shall be sprayed three times a day for a period of 3 days. Allow material to set 12 days before filling the structure with liquid

Protect treated surfaces from damage due to wind, sun, rain and temperatures below 35 degrees F. For a period of 48 hours after application, arrange protections to permit proper curing conditions for waterproofing material.

In the case of temporary protections remove all such items carefully to avoid damage to treated surfaces



11.0 PLUMBING

11.1 Pipes

Piping and fitting material shall be uP.V.C High Pressure type or Ductile iron as approved by the Engineer.

Piping material shall comply with requirements of water supply and sewerage and other relevant authorities.

Materials for the piping and service requirements shall basically conform to the service pressures encountered.

The recommend position of the fittings, fixtures, control valves, tanks etc. as shown on the drawings will be adhered to as far as practicable.

Should there be any discrepancy due to incomplete description ambiguity or omission in the drawings and other documents, whether original or supplementary, forming the contract, either found on completion or during the currency of the installations work, the Contractor shall immediately, on discovering the same, draw the attention of the Engineer and the Engineers decision is final and binding the Contract.

11.2 Existing Works

The site shall be examined for field drains and those, when found, shall be either entirely removed or diverted, trenches filled with dry earth in 200mm to 300mm layers and consolidated as directed by the Engineer.

11.3 Earth Work

Excavation

Excavations liable for sliding shall be timber shored to the satisfaction of the Engineer and the type of timber shall be suitable to the kind of earth encountered. Fixing of timber shoring and removal after completion of work shall be done as directed by the Engineer.

Should any water accumulated in the trenches, headings or other excavations, the Contractor shall do such work as may be necessary to drain away the accumulated water and shall install pumps as may be required to keep the excavation and trenches dry. The Contractor shall ensure that the flow water in trenches or excavation does not injure or remove cement or aggregate of any concrete that has not set. No subsoil water shall be discharged into open drains or sewer at the site.

Filling:

In refilling trenches or forming the surfaces after excavation, shall be done in layers After consolidating each layers of 250 mm to a thickness of 150 mm. Special care shall be taken to see that the earth is packed uniformly and no injury to the pipe shall occur.



12.0 MISCELLANEOUS

Throughout the construction period, open ends of all installed pipelines shall be kept closed by temporary plugs.

A temporary fire protection system at site office and stores shall be provided by the Contractor during the construction period. This shall be of sufficient capacity to put out any fire that may break out at the sites.

A temporary potable water supply shall be available to construction workers, site office staff of the contractor and the Engineer

A temporary human Excreta Disposal System shall be provided by the Contractor to serve the workers during the construction period, site office staff of the contractor and the Engineer.



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No.	Description of Activities	Unit	Quantity	Unit Cost & Currency (Afn or USD)	Total Cost & Currency (Afn or USD)
A- BOQ for Construction of Additional Classrooms					
Bill No. 01- Preliminary Works					
1.1	All costs/expenses related to the Contractor's temporary facilities (office/accommodation and WASH) to be established on the project site including maintenance, cleaning and removal upon completion of the project.	Sumpsum	1		0
Sub total no. 1					0
Bill No. 02- Sub & Super Structure					
No.	Description of Activities	Unit	Quantity	Unit Cost & Currency (Afn or USD)	Total Cost & Currency (Afn or USD)
2	<u>SITE PREPARATION AND EARTH WORKS</u>				
2.1	Site cleaning including removal of roots growth of every description, extended 3 meters beyond outer walls of proposed building and clearing debris within site.	m ²	800		0
2.2	Excavate trench for wall, and column base foundation	m ³	109.3		0
2.3	Dry earth filling to make up levels under floors with borrowed gravel earth in 150mm thick layers add water, well ram and consolidate.	m ³	481		0
Sub total no. 2					0
3	<u>CONCRETE WORK</u>				
3.1	Plain cement concrete Grade 15 (25mm aggregate) In blinding layer 50mm thick lean concrete under column footings including formwork including construction of black boards for classes as shown in the drawings	m ³	135		0
3.2	Reinforced concrete Grade 25 (20mm aggregate) and well pack around reinforcement. (including Reinforcement and formwork)- As shown in the drawing.	m ³	430		0
Sub total no. 3					0
4	<u>STONE MASONRY WORK:</u>				
4.1	Random rubble (100mm -225mm Crushed angular granite) masonry work in cement and sand (1:5) in 400 mm wide plinth wall foundation including pointing on both sides with cement mortar of 1:3 ratio.	m ³	409		0
Sub total no. 4					0
5	<u>BRICK MASONRY WORK:</u>				
5.1	Brick work in 225mm thick walls in cement and sand (1:5)	m ³	433		0
Sub total no. 5					0
6	<u>WATER PROOFING</u>				
6.1	Rates for Water Proofing Work shall include:				

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6.2	a. Preparing surfaces of concrete floors to receive water proofing. b. Preparing joints between different surfaces c. Making good around floors, Sanitary fittings, Catch Pits, and pipes				
6.3	In toilet area	m ²	50		0
6.4	In roof slab including roof surface preperation and applying tarcool, plastic placement, laying of soil on the top of plastic and placing of bricks (chawka) with cement mortar of 1:5	m ²	450		0
Sub total no. 6					0
7	<u>CARPENTRY AND JOINERY</u>				
7.1	NOTE :				
7.2	1. All timber shall be of the following species and of the best quality throughly well seasoned sawn square and free from sap, shaky, crack and edges. 2. All timber shall be free from decay and insect attack. 3. Where a choice of more than one species is allowed only one variety shall be used for any particular item of work. 4. All timber sizes indicated shall be finished sizes after planing. 5. All timber shall be treated with two coats of colourless wood preservative. 6. Locks shall be of Best Quality (Original Product) available in the market and approved by the Engineer. 7. Rate for the following shall also include for one coat of sanding sealer and two coats of varnish paint on timber surfaces. 8. Windows opening to be covered with fly screen of best quality and to the satisfaction of engineer.				
7.3	Door type D1 overall size 1000mm x 2800mm timber frame with 450mm high glazed fan light on top glazed double door sash fix to in position with necessary fitting complete as per drawings	Nr	22		0
7.4	Door type D2 overall size 2000mm x 2550mm timber frame with 450mm high glazed fanlight on top and fixed panel door sash fix to in position with necessary fitting complete as per drawing	Nr	4		0
7.5	Door type D3 overall size 3000mm x 2550mm made of best quality of metal with necessary fitting complete as per drawing	Nr	2		0
7.6	Window type W1 overall size 1000mmx1800mm timber frame with 450mm fan light on top and 01 Nr. side hung glazed casement window fix in position with necessary fitting complete as per drawing	Nr	74		0
7.7	Window type W2 overall size 2000mmx1800mm timber frame with 450mm fan light on top and 01 Nr. side hung glazed casement window fix in position with necessary fitting complete as per drawing	Nr	3		0
7.8	Window type W3 overall size 1500mmx1800mm timber frame with 450mm fan light on top and 01 Nr. side hung glazed casement window fix in position with necessary fitting complete as per drawing	Nr	2		0

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7.9	Class Room furniture for students made of best quality wood (Russian Khar Wood), that includes table and chairs as per Ministry of Education Standard and to the satisfaction of Engineer	Nr	160		0
7.10	Construction of wooden frame that includes vertical and horizontal cells of (400x400mm) to place books, stationary and other items and as shown in the drawing	m ²	27		0
7.11	Delivery and fixing of furniture (tables and chairs) for Library, Computer Lab and Laboratory of best quality and to the satisfaction of engineer and as shown in the drawing.	Nr	6		0
7.12	G.I. Pipe upright at every other steps 25mm diameter G.I. Pipe vertical 550mm high and 125mm centres, welded between top and middle rail, 02 Nr. 20mm diameter G.I. Pipe middle and bottom rails welded to uprights. Rate to include for applying of one coat of zinc phosphate primer and two coats of enamel paint on all exposed faces as per drawing.	m	25		0
7.13	Ladder with 32 mm diameter GI pipe runners at 300 mm clear distance between two and steps with 25 mm GI pipes at 300 mm centres, fixed from the roof floor slab to the water tank slab.	m	100		0
Sub total no. 7					0
8	RAMP, FLOOR, WALL, AND CEILING FINISHING WORKS				
8.1	Render in 16mm thick cement lime and sand (1:1:5) and finish smooth on brick walls and concrete externally and internally.	m ²	5,383		0
8.2	Render in 20mm thick cement and sand (1:3) and level, fix with cement putty to lines and levels, coloured non-skid type ceramic floor tiles with a design approved by the Engineer, joint and point with tile grout to match. Different designs and colours of tiles shall be selected for different areas.	m ²	114		0
Sub total no. 8					0
9	PAINTING AND DECORATING				
9.1	Prepare surface, and apply one coat of acrylic wall primer and two coats of weather proof emulsion paint on plastered external and internal walls including reveals. Colour to be approved by the Engineer	m ²	5,283		0
Sub total no. 9					0
10	PLUMBING INSTALLATION				
10.1	NOTE :				
10.2	1.All pipe work and connected specials shall be of the dimension given in description in millimeters refer to out side diameters. All completed specials shall be of moulded type. All pipes shall be of high quality. 2.Rate shall be included for applying of matching colour of two coats of enamel/emulsion paint on all exposed , down pipes, exposed waste, sewer and water pipes. 3.Rate shall include for pipe fixing to the wall with and including accessories				
Sub total no. 10					

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11	COLD WATER (IN TOILETS)				
11.1	40mm Diameter P.V.C. distribution and supplying pipe fix to wall or lay in trench including necessary specials.	m	24		0
11.2	32mm Diameter P.V.C. pipe fix to wall or lay in trench including necessary specials.	m	20		0
11.3	25mm Diameter P.V.C. pipe fix to wall or lay in trench including necessary specials.	m	15		0
11.4	20mm Diameter P.V.C. pipe fix to wall or lay in trench including necessary specials.	m	15		0
Sub total no. 11					0
12.0	WASTE WATER (IN ALL FLOORS)				
12.1	75mm Diameter P.V.C. pipe (high quality) fix to wall with PVC clips	m	12		0
12.2	Extra for tee with cleaning eye.	Nr	5		0
12.3	Extra for elbow.	Nr	5		0
12.4	Extra for elbow with cleaning eye	Nr	4		0
12.5	63mm Diameter PVC pipe fix to wall or lay in trench including necessary specials.	m	16		0
12.6	50mm Diameter PVC pipe fix to wall or lay in trench including necessary specials.	m	16		0
12.7	Extra for wire dome.	Nr	2		0
Sub total no. 12					0
13	SEWER PIPE				
13.1	110mm Diameter PVC pipe fix to wall.(Specials measured separately.)	m	40		0
13.2	Extra for bend. (Drainage type)	Nr	5		0
13.3	Extra for elbow with cleaning eye. (Drainage type)	Nr	5		0
13.4	Extra for tee with cleaning eye. (Drainage type)	Nr	5		0
13.5	Extra for tee. (Drainage type)	Nr	7		0
13.6	Extra for wire dome.	Nr	2		0
Sub total no. 13					0
14	APPLIANCES (IN TOILETS)				
14.1	<u>Appliances shall be of best quality (Original) and subject to the approval of the Engineer</u>				
14.2	Ceramic type wash basin (approved colour) consisting of chromium plated pillar tap, 50mm diameter chromium plated waste fittings, plug, chain, stay, connect water line with suitable flexible hose and all complete to working order	Nr	5		0

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14.3	Ceramic of approved colour, water closet suit (commode) consisting of glazed ceramic pedestal glazed pan with close couple ceramic cistern complete with internal fittings, overflow, operating lever and connect with flexible hose to cistern	Nr	5		0
14.4	Glazed ceramic (approved colour) or stainless steel accessories set consisting of soap tray, toilet paper holder and mirror to suit above fittings.	Nr	5		0
Sub total no. 14					0
15	ANCILLARIES (IN ALL FLOORS)				
15.1	Ancillaries shall be of best quality and subject to the approval of the Engineer				
15.2	12mm Diameter chromium plated angle valve.	Nr	5		0
15.3	12mm Diameter chromium plated bib tap.	Nr	5		0
15.4	12mm Diameter hand bidet.	Nr	5		0
15.5	32mm Diameter brass stop value	Nr	5		0
15.6	40mm diameter brass stop valve.	Nr	4		0
Sub total no. 15					0
16	ELECTRICAL INSTALLATIONS				
16.1	Unless otherwise stated the rates for the following shall include for standard accessories such as switches, regulators, holders, shades, bulbs, earth wire, conduits and sub circuit wire etc.				
16.2	Unless otherwise stated all electrical accessories and fittings shall of best quality and subject to the approval of the Engineer.				
16.3	Supply and instal 1200mm long 40w batten type flourescent lamp and complete with accessories and bulb	Nr	66		0
16.4	Supply and install ceiling lamp wired complete with glass shade and 40 W bulb.	Nr	30		0
16.5	Supply and install pendent lamp wired complete with glass shade and 40 W bulb.	Nr	10		0
16.6	Supply and install wall bracket lamp wired complete with glass shade and 40 W bulb.	Nr	10		0
16.7	Supply and install out door type wall bracket lamp wired complete with glass shade and 40 W bulb.	Nr	10		0
16.8	Supply and install 1400mm sweep ceiling fan wired com-plete with 5 speed regulator.	Nr	31		0
16.9	13Amp.Flat pin Switch socket outlet wired in ring circuit	Nr	30		0
16.10	15Amp.3 pin switch socket outlet wired complete	Nr	18		0
16.11	5Amp.3 pin Switch socket outlet wired complete	Nr	25		0
16.12	30 Amp 4 Pole MCB	Nr	5		0

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16.13	8 way Consumer unit consisting of 60Amp. 03 Pole MCB,	Nr	2		0
16.14	8 way Consumer unit consisting of 45Amp. 03 Pole MCB,	Nr	2		0
16.15	12 way Consumer unit consisting of 30Amp. 02 Pole	Nr	6		0
16.16	18 way Consumer unit consisting of 45Amp. 02 Pole	Nr	6		0
16.17	18 way Consumer unit consisting of 16Amp. 01 Pole	Nr	8		0
16.18	NYIF wire 3x1.5 mm2	m	500		0
16.19	NYIF wire 3x2.5 mm2	m	600		0
16.20	3 mm dia W H M meter	Nr	1		0
16.21	100mm Diameter G.I earth electrode (2400mm long)wired complete. Rate to include for necessary earth clips and bolts, earth pit etc.	m	25		0
16.22	2/7/1.04mm twin main wire from distribution centre to consumer metres.	m	15		0
16.23	4/7/1.04mm twin main wire from distribution centre to consumer metres.	m	50		0
16.24	Delivery and installation of Solar Panels (Kyocera KD240GX-LPB250 Watt Multicrystalline) (15 years guarantee)	Panels	15		0
16.25	Delivery and fixing of 2x2.5mm Power/electrical cable	m	60		0
16.26	Delivery and installation of Galvanized Angle iron frame Full size stand for 15 solar panels	Nr	1		0
16.27	Delivery and installation of Solar pump inverter- (SGY 5500H),5.5kw,min DC voltage 450,MPPT best operation voltage 500-600volt,Maximum DC voltage 750volt (1 year guarantee)	Nr	1		0
16.28	Delivery and installation of Submercible pump-Modale(PS7000-5.5/3) rated power 3 kw, rated voltage 380 volt, Lift (m)255-102, flow (2-12)m3/hour , Italy made	Nr	1		0
16.29	Delivery and fixing of Pipe from Submercible pump to water tank 2" Best quality	m	120		0
16.30	Rope for Pump including delivery and fixation	m	70		0
16.31	Water proof CU cable with 4x2.5 for pump including delivery and fixation		70		0
16.32	Instalation of system with all requirments	Lumsum	1		0
Sub total no. 16					0

Bill No. 03- External Works

No.	Description of Activities	Unit	Quantity	Unit Cost & Currency (Afn or USD)	Total Cost & Currency (Afn or USD)
17.1	Excavate trench for black waste/gray waste pipe not exceeding 1.00m deep commencing at existing ground level to receive P.V.C. pipe (measured seperately) return fill and well ram part with selected excavated borrowed earth.material and other part with	m	35		0
17.2	110mm diameter P.V.C pipe good quality including necessary specials.	m	35		0

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17.3	Form waste water gully internal size 200mm x 200mm x 350mm deep with of 75mm thick grade 20 concrete (20mm aggregate) in base, 100mm thick walls and render in cement and sand (1:3) and finish smooth with neat cement on all internal and exposed faces, 50mm thick precast concrete cover slab reinforced with 50mm x 50mm welded mesh, excavation and back filling.	Nr	2		0
17.4	Form interceptor manhole internal size 450mm x 450mm x 450mm (average) with 50 mm thick concrete (1:3:6 - 25mm aggregate) in screed, and reinforced concrete (1:2:4 - 20mm aggregate) in 100mm thick base with 8 mm tor steel bars at 150 mm c/c, 100mm thick walls, 100mm thick cover slab and benching of semi circular channel at bottom. Render in 16mm thick in cement and sand (1:3) and finish smooth with neat cement on all exposed surfaces and internal faces of manhole. Form holes on walls to receive inlet and outlet pipe. Rate shall include for excavation and back filling.	Nr	1		0
Sub total no. 17					0

Bill No. 04- Drilling of Well

No.	Description of Activities	Unit	Quantity	Unit Cost & Currency (Afn or USD)	Total Cost & Currency (Afn or USD)
18.1	Drilling of 14 inc well with Rotary machine including all nessary activities.	m	60		0
18.2	Delivery and installation of 8inc PVC class-D pipe including glue, screws for pipe joints	m	60		0
18.3	Delivery and installation of 2inc 10 bar HDPE pipe including glue, screws, L-bow, tap for pipe joints and other required items	m	60		0
18.4	Pumping testing and chlorination of well	Lumpsum	1		0
18.5	Well head protection works, including concrete pad, pump and other necessary items.	Lumpsum	1		0
Sub total no. 18					0

OVERALL "ALL-INCLUSIVE" PROPOSED AMOUNT:

0

ANNEX G

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Proposal Submission Checklist

No	Verify Compliance Before Submission of your Proposal	Tick (✓) if complied
1	RFP and its annexes read thoroughly	
2	Ask questions, if any, through afgkascu@unhcr.org until 24 June 2019	
3	Mandatory: Site visit, at project site, 20 June 2019	
4	Proposal must be prepared in English	
5	Your Proposal MUST be submitted to UNHCR in a SEALED ENVELOPE	
6	Your Proposal MUST be submitted using 3 envelopes as follows	
	a) OUTER ENVELOPE: To be marked and addressed as per RFP clause 2.6; and will contain the 2 inner envelopes mentioned below	
	b) FIRST INNER ENVELOPE: To contain the Technical Proposal: Your proposal document elaborating the required information as per RFP clause 2.4.1, Your proposed project schedule – work plan using Grantt chart, Your company Registration Document, Your License for Construction Services, List of your past similar projects, your company profile, your audited financial statements, written statement on 120 calendar days proposal validity, list of your skilled / qualified technical personnel for this project with CVs, list of your available machinery tools and equipment to be mobilized for this project, Signed/Stamped ANNEX A, Annex B, Annex E, and Annex F.	
	c) SECOND INNER ENVELOPE: To contain only the BOQ / Financial Proposal Form – Annex D.	
7	Take Note: No Advance Payment will be considered for this RFP by UNHCR. Installment Payment will be applied based on agreed milestones	
8	Take Note: A 10% retention fee, payable in 1 year, is applicable	
9	Where necessary, indicate specifications (incl. brand names) of the materials proposed (eg. Solar equipment, electrical equipment, etc)	
10	Submission of your Proposal MUST be done on/before 9 July 2019 at 14:00 hours local time	