

**International Rescue Committee**

**(Humanitarian Program)**

**Request for Proposal (RFP)**

**RFP Reference No: IRC AFG-KBH-01178**

**Rehabilitation and improvement 0f 155 Latrines in 17 Schools of Badghis province of Afghanistan**

|  |  |
| --- | --- |
| **Planned Timetable** | |
| **Issued ITT** | *Jan 07, 2020* |
| **Advertise ITT** | *Jan 07, 2020* |
| **Questions from Service Provider due date** | *Jan 19, 2020* |
| **Deadline for Submission** | *Jan 22, 2020* |
| **Evaluation of RFP** | *Jan 23-26, 2020* |
| **Supplier Visit** | *Jan 28, 2020* |
| **Award of Contracts** | *Feb 05,2020* |
| **Contract Start** | *Feb 05,2020* |

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# INTRODUCTION

# The International Rescue Committee.

The International Rescue Committee, hereinafter referred to as “the IRC”, is a non-profit, humanitarian agency that provides relief, rehabilitation, protection, resettlement services, and advocacy for refugees, displaced persons and victims of oppression and violent conflict. The Humanitarian Program supports communities affected by conflict or natural disasters through WASH, livelihoods, protection and emergency response projects. Provision of safe drinking water (drilling of new bore wells, new pipe schemes and upgrading of existence pipe scheme to solar systems, construction of sanitation facilities to the MRRD standards) hygiene promotion, skill trainings, food security, farmers capacity building, rehabilitation of the irrigation structures, prepositioned stock of NFIs and emergency shelter for the emergency management and construction of DRR infrastructures are the main program activities.

# The Purpose of this Request for Proposal (RFP)

It is the intent of this RFP is to secure competitive proposals to select a Potential, Reliable and Committed Supplier(s) or contractor(s) for the International Rescue committee Afghanistan Economic Recovery and Development (Livelihood) Program to provide and deliver **Rehabilitation and improvement 0f 155 Latrines in 18 Schools of Badghis province of Afghanistan** during the period of **4 months from Feb 05, 2020 until May 31, 20202** that **funding is secured by GXA 21**. Therefore, IRC Afghanistan is calling on all eligible and potential suppliers/Contractors that are qualify, Professional and are technically and financially competent for the completion of the mentioned project as indicated separately in **ANNEX – B** with complete Scope of Work (SoW) of each project below Annex B to submit their sealed proposals as per the outlined criteria set forth in this RFP.

The winning bidder(s) will enter into a fixed price Construction Contract for period of four (04) months. Bidders shall be domiciled and must have complied with all Host Government legal set forth Regulations to operate in **Afghanistan** and a regular tax payer to offer such services as specified in the tender and shall furnish copy of its operating license/certificate of registration valid for the fiscal year **2020 and possibly 2021**. The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

# Cost of Bidding

The Bidder shall be responsible for all costs associated with the preparation and submission of its bid, and IRC hereinafter referred to as “the Purchaser”, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

##### THE BIDDING DOCUMENTS:

# The Bidding Documents

The Bidder is expected to examine all instructions, forms, **terms** and **specifications** in the bidding documents prepared for the selection of authorized suppliers or contractors. Failure to furnish all information required as per the bidding documents or to submit a bid not substantially responsive to the bidding document in every respect will be at the Bidder’s risk and may result in bid rejection. **For more detail please see attached Annex – 1 Declaration of Undertaking.**

|  |
| --- |
| *The Bidding documents comprise of the following documents:*   * *The Request for Proposal – RFP (applied to this document);* * *Vender Information Form and Conflict of Interest Form* * *Badghis Schools Latrine Price Bill of Quantity (BoQ) Sheet* * *Badghis Schools Latrine Construction Drawings and Designs* * *Annex-1\_Specimen\_declaration\_of\_undertaking =* ***Non- submission of Declaration of undertaking will lead to the bid rejection.*** * *Bid\_Security\_form* * *Performance\_Bank\_Guarantee\_form* * *Intent To Bid* |

# Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the Bidding Documents may notify in writing at the [AF-Tender@rescue.org](mailto:AF-Tender@rescue.org). The request for clarification must reach the purchaser not later than **(From Tuesday Jan 07-2020 to Sunday Jan 19, 2020**). The Purchaser will respond by e-mail providing clarification on the bid documents on the **(From Tuesday Jan 07-2020 to Sunday Jan 19, 2020).** Written copies of the Purchaser’s response (including an explanation of the query but without identifying the source of inquiry) will be communicated to all prospective Bidders, who had received the bidding documents.

##### III. PREPARATION OF BIDS:

# Language of Bid

The bid and all relative correspondence and documents exchanged between the bidders and the Purchaser shall be written in **English language only.** Any printed literature furnished by the bidder and written in another language must be accompanied by an English translation of its pertinent passages, in which case, for purposes of interpretation of the bid, the English translation shall prevail. Any translations must be performed by a licensed translator as recognized and notarized by the Courts and Government of Afghanistan.

# Documents Comprising the Bid

The submitted bid must include the following information. Failure to supply all requested information or comply with the specified formats may disqualify the bidder from consideration.

|  |
| --- |
| * ***A Bid detailing the unit price only in the Annex B1 & B2 sheet given for the purpose;*** * *Certificate of Business registration or Trading License in Afghanistan لایسن بااعتبار شرکت* * *Profile of the company including list and qualification of staff who will oversee the project (experience in the same field) پروفایل شرکت نشان هنده تجربه کاری مربوطه* * *Tax payers documents in Afghanistanمکتوب تصفیه تکس سال آخر هجری شمسی* * *Bank details /Financial capabilities, contractor to provide 3-6 months bank statement copy اظهار نامه یا استیتمنت بانکی حد اقل از سه الی شش ماه* * *Cover letter explaining interest to be a contracted vendor or supplier مکتوب نشان دهنده دلچسپی شرکت برای انجام پروژه ساخت و ساز* * *Three (3) References from current or past clients (at least in the last one year) الی سه منبع ارتباطی که در سالهای اخیر به انها عین کار و یا مشابه کار انجام داده شده باشد* * *Other important document bidder feel need to be attached to support their bid. ارایه دیگر اسناد معتبر که شرکت احساس میکند شریک آن درین پروسه موثر میباشد* * *List of Equipment owned /leased by the supplier لست وسایل که شرکت دارا میباشد* * *Copies of Contracts or POs for the construction and or similar construction works in the past two years.; کاپی قرارداد که شرکت دو سال گذشته چین یا مشابه ساختمان را انجام داده باشد* |

# Bid Prices & Price Changes

For the purpose of selecting a supplier/provider and executing the Construction Contract), the Bidder shall clearly indicate the unit price of the Supply and Services they are required to deliver under this contract. **All unit prices shall clearly be indicated in the space provided in the price schedule Annex B Rehabilitation and improvement 0f 155 Latrines in 18 Schools of Badghis province of this RFP.** The Bidder must sign and officially stamp the price schedule and entire RFP pages before submitting the sealed envelope.

The provided price for the supplies and services provided for the completion of the aforementioned project will remain unchanged during the period of the project’s completion from the date sealed bids submitted to IRC.

# Bid Currencies

* All rates and amounts entered in the Bid Form and Price Schedule and used in any documents, correspondence or operations pertaining to this tender shall be expressed in local currency ***Afghani (AFN)***

# Document Establishing service Eligibility and Conformity to Bidding Documents

Pursuant to Clause 8, the bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the Bidding Documents of services, which the Bidder proposes to supply under the Contract.

The Documentary evidence of the services’ conformity to the Bidding Documents may be in the form of technical specifications, literature, drawings, data (tables, graphs etc.), and shall furnish:

* A detailed description of the supply’ essential technical and performance characteristics.
* A **clause-by-clause** commentary on the Purchaser’s Technical Specifications demonstrating the supplies’ substantial responsiveness to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

The bidder shall note that standards for workmanship, material and equipment, and references to brand names or catalogue numbers designated by the Purchaser in its Technical Specifications attached as ***Annex – B*** are intended to be restrictive. However, the Bidder may substitute alternative standards, brand names and/or catalogue numbers in its bid, provided that it demonstrates to the Purchaser’s satisfaction that the substitutions are substantially equivalent or superior to those designated in the Technical Specifications.

**Provider Responsibilities:**

1. All responsibilities of waste materials and debris to be on service provider during and at the end of the project completion
2. Available land for storage, workshops, toilets, and site office for provider personnel is the sole responsibilities of the provider
3. Available connections to electricity and water for construction,
4. The soil and subsoil to be excavated stored or removed from site.
5. The availability of local labor, their quarters on site (if necessary), local materials and other local resources shall also be considered.

The Bidders will be responsible for death or personal injury, loss of or damage to property and any other loss, damage, costs and expenses incurred during the implementation of work.

# Performance Security

1. For the Purpose of This Tender or SSA Process, Bid Security or Bond is applicable. Bidder shall furnish an amount of **Two Hundred Thousand (AFN 200000.00)**, **Rehabilitation and improvement 0f 155 Latrines in 18 Schools of Badghis province** as part of his bid, and should be clearly stipulated in the attached ***Annex – 2*** in Afghanis or an equivalent amount in a freely convertible currency. The Bid Security shall be, at the option of the bidder, in the form of Deposit at Call or a Bank Guarantee issued by a Scheduled Bank in Afghanistan or from a foreign bank duly counter guaranteed by a Scheduled Bank in Afghanistan in favors of the Purchaser valid for a period as the Bid Validity date 8 calendar months from the date sealed bids submitted. Any bid not accompanied by an acceptable Bid Security shall be rejected by the Purchaser as non-responsive. The bid securities of unsuccessful bidders will be returned as promptly as possible, but not later than **30 days** after the tender closing date. The Bid Security of the successful bidder will be returned when the bidder has furnished and completed the required project activities.

# Period of Validity of Bids

Bids shall remain valid **for Eight (8) calendar months** after the date of bid opening prescribed by the Purchaser, a bid valid for a shorter period may be rejected by the Purchaser as non-responsive.

1. In exceptional circumstances, the Purchaser may request the Bidders to extend the period of validity. The request and the responses thereto shall be made in writing by letter or e-mail. A bidder agreeing to the request will not be required nor permitted to modify his bid and will be required to extend the validity of his Bid Security for the period of the extension.

# Format and Signing

The original bid shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. Financial proposal pages of the bid shall be initialed by the person or persons signing the bid and stamped with the company seal.

Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

The bidder shall include a cover letter in their proposal. The content of the cover letter shall include the following information:

* A table containing bid offer: item description, unit price
* A detailed specification of the offered goods and services
* Warranty (if necessary and appropriate);
* Delivery time;
* Price validity date (for this purpose and as stated on the advertisement, quote given shall remain unchanged during the period of project completion from the date sealed bid submitted

##### SUBMISSION OF BIDS

# Submission and Marking of Bids:

Bidders can submit their bids shall be submitted sealed separately **financial and technical** in two different sealed envelopes clearly marked **(RFP IRC AFG-KBH-01178)** Rehabilitation and improvement 0f 155 Latrines in 18 Schools of Badghis province to (IRC Office Kabul Taimani, Street # 4, House, # 34 district No 10 Kabul, Afghanistan), no later than **Wednesday January 22, 2020, 4:00pm.** If the Bidder is submitting the sealed bids at the field office of Badghis then sealed bids have to be submitted to site offices by contacting the IRC giving focal points and once submitted to sign bid register. Bids submitted after the deadline will not be accepted.

Bidders must sign the bid register form at the reception of the office indicating their company name, telephone number, email address, date of submission and signature.

# Format

The Bidder’s proposal shall comprise **of technical proposal** and **financial proposal**, in separate sealed envelopes.

# Modification and Withdrawal of Bids

The Bidder may modify or withdraw its bid after the bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Purchaser prior to the deadline prescribed for submission of bids.

The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched. No bid may be modified after the deadline for submission of bids.

##### BID OPENING AND EVALUATION

# Preliminary Examination

1. The bids will be opened immediately after the expiration of the deadline. The envelopes containing the price quotations will remain sealed and will only be opened for those applicants who have achieved at least **60%** of the **60 %** points to be awarded in the assessment of the **Technical Bids**

The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether bids are generally in order.

# Evaluation and Comparison of Bids

Bids determined to be substantially responsive as per section 7 above will be considered for the evaluation process with the below scoring criteria. The Technical Evaluation of the RFP shall **comprise 60% and the Financial Evaluation 40%.**

|  |  |  |
| --- | --- | --- |
|  | **Description**  **Total Mark Technical Proposal (70%)** | **Weight (%)** |
| **Delivery and Capacity** | 1. Provider should submit project implementation plan 2. Staff and capital resources available for work 3. Provider should submit bank statement for last six (6) months with available balance of Afn 1,000,000 to show financial capacity. | 25% |
| **Past experience/performance** | Please attach copies of POs / Contracts of Same supplies and services delivered to other clients (Up to three copies of most recent purchase orders/contracts completed for other clients) | 15% |
| **Eligibility/Specialized Supplier** | 1-Provider owns the company registered with authorized local government authorities. Provider confirmed not sub-contracting the order or project with other third party, (2) Bid provided has (12) calendar months validity and Security Bonds provided | 10% |
| **Payment Terms** | 1. Offers 30 Days credit 2. 40% of payment for first 50% work completion of project, (2) second 50% payment after 100% work completion of project, and 10% retain money will be paid after three months of Work completion as a Warranty | 10% |
| **Total Mark Financial Proposal = (40%)** | | |
| **Financial Proposal** | (1).Offer as per Price list is competitive and financial capacity of the provider is good, (2) Financial and Technical Proposals are submitted in two separate sealed envelopes having company full contact detail and RFP title on the sealed envelop | 40% |
| **Grand Total Technical and Financial Proposal Score** | | **100%** |

**INFORMATION Table to be filled by Supplier/Provider**

|  |  |
| --- | --- |
| Provider confirms project construction materials, equipment, technical and non-technical staff, machineries will be available at all time during the project implementation? | Indicate by (%) |
| **Company Past Performance Experience/Experience:**   1. Bidders must provide their performance in related fields for the past five years. 2. Bidders must provide provable evidence of their past performance e.g. copy of contracts, completion letters or appreciation letters. | (confirm here if submitted) |
| **Time Schedule and Capacity:**   1. All activities have been indicated in the plan. 2. The time schedule is realistic and implementable. 3. Timeline with clear milestones. 4. Adequate staff , equipment and resources have been allocated to meet implementation plan. | (Confirm here if submitted) |
| **Financial Capability:**   1. Financial resources to meet the qualification requirements (cash in hand, lines of credit, etc.) 2. Bidders must provide their bank statements at least for the past three years to show the bidder's actual performance. | (Confirm here if submitted) |
| Warranty Period of the supplies, equipment and project work quality after completion? | (In months) |
| How many offices provider/contractor has in Afghanistan name their locations in the provinces? | (Number and name of locations) |
| How long it takes the contractor to start mobilizing human force, materials, equipment and other associated logistics support to start the project as soon as contract or contracts is/are signed? | (Mention no of days) |
| Provider submitted Financial and Technical Proposals in two separate envelop marked company name, project title and sealed stamp? | ( mention here) |
| Provider confirms payments will be made in four (1) 50% of payment for first 60% work completion of project, (completion (2) second 50% payment after 100% work completion of project | (Mention here if agreed) |
| Provider warrants the quality of every single supply, equipment and materials will be used for Rehabilitation and improvement of Latrines / Toilets are of certified quality and duly approved by the IRC technical team before they are used in the project? | (Mention here if agreed) |
| Provider will immediately replace or replicate any materials or work not according to the design or criteria with no additional cost charged to the project within 72 hours? | (Mention here if agreed) |

# Contacting the Purchaser

Subject to Clause 5, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded or selected authorized supplier or vendor is announced.

# Notification of Award

Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing or where necessary by phone that his/her bid has been accepted and, selected for Simple Service Agreement for the specific goods and/or services. At this stage IRC may also choose to negotiate with the selected bidder to finalize the offer.

##### CONTRACTING

# Contract award and notification

The Purchaser will award the Contract to the notified successful Bidder(s) whose bid has been determined to be substantially responsive and has been determined as the best evaluated bid considering price/performance factors, quality of goods and equipment, provided further that the Bidder is determined to be qualified to enter into Simple Service Agreement and perform its obligations satisfactorily.

# Warranty

The Supplier warrants that the goods to be supplied are new, unused, of the most recent or current models (products), and meet Purchaser’s specifications.

The warranty shall remain valid for a period of time as may be specified by the supplier in the Bid and this warranty period shall be considered as one of the bid advantages, and shall in no case be less than that which is provided for by Afghanistan Law if any

# Price Schedules and Location

Provider interested in the provision of Goods and or services outlined in **Annex B Rehabilitation and improvement 0f 155 Latrines in 18 Schools of Badghis province of Afghanistan** to IRC Country office should NOTE that all categories apply to all IRC Offices.

List of Goods, Services and Work for Construction Contract) as per below Categories is attached

# Disclaimer

The Purchaser reserves the right to alter the dates of the timetable.

The Purchaser does not bind itself to accept the lowest or any proposal.

# Ethical Operating Standards

The IRC Way: Standards for Professional Conduct (“The IRC Way”), the IRC’s code of conduct and IRC’s combating Trafficking in Persons Policy. The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings.

The IRC Way provides, inter alia, that IRC does “not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances.” IRC’s procurement systems and policies are designed to maximize transparency and minimize the risk of corruption in IRC’s operations. The supplier has to sign the Specimen declaration of undertaking; **Annex – 1.**

IRC requests that a supplier (i) informs IRC upon becoming aware that the integrity of IRC’s business has been compromised during the RFP process, and (ii) report such events through IRC’s confidential hotline, Ethics point, which can be accessed at [www.ethicspoint.com](http://www.ethicspoint.com) or via toll–free phone call (866) 654–6461 in the U.S., or collect a call (503) 352–8177 outside the U.S.

# ANNEX – A: Supplier Information Form



**INTERNATIONAL RESCUE COMMITTEE**

**Vendor Information Form**

***The information provided will be used to evaluate the Company before contracting with the IRC.***

***Please complete all fields.***

**Fields marked (\*) are mandatory.**

**Vendor Information**

|  |  |
| --- | --- |
| \*Company\Organization Name  \*For individual vendors, provide legal first and last name |  |
| \*Any other names company is operating under (Acronyms, Abbreviations, Aliases) if any |  |
| \*Previous names of the company |  |
| \*Address |  |
| \*Website |  |
| \*Phone/Fax Numbers | Phone: Fax: |
| \*Primary Contact | First Name: Last Name:  Phone Number: Email Address: |
| \*Number of Staff |  |
| Number of Locations |  |
| Avg. $ Value of Stock on Hand |  |
| \*Name(s) of Company Owner(s) or Board of Directors or CEO |  |
| \*Parent companies, if any |  |
| \*Subsidiary or affiliate companies, if any |  |

**Financial Information**

|  |  |
| --- | --- |
| \*Bank Name and Address |  |
| \*Name under which company is registered at bank | This field is mandatory if Wire Transfer is the selected payment method |
| \*Specify Standard Payment Terms (Net, 15, 30 days etc.) |  |
| \*Payment Method (select all that applies) | Payment By: Check Yes | No Wire Transfer Yes | No Cash Yes | No |
| \*Name under which company is registered at bank |  |
| \*Bank account number | This field is to be completed upon notification of awarding of order\contract |
| Routing Number | This field is to be completed upon notification of awarding of order\contract |
| Swift code (if applicable) | This field is to be completed upon notification of awarding of order\contract |

**Product/Service Information**

|  |  |
| --- | --- |
| List Range of Products/Services Offered |  |
| Basis For Pricing (Catalog, List, etc.) |  |

**Documentations as applicable:**

|  |  |
| --- | --- |
| \*Registration | Provided \_\_\_\_  Not provided: \_\_\_\_\_ Reasons: \_\_\_\_\_ |
| \*Tax ID (W9, Tax exempt certificate. etc.) | Provided \_\_\_\_ |
| US Vendors only  \*Do you require a Form 1099? | Yes\_\_\_\_ No\_\_\_\_ |

**References (optional)**

|  |  |
| --- | --- |
| Client Name: | Contact Name, Phone, Email Address: |
| Client Name: | Contact Name, Phone, Email Address: |
| Client Name: | Contact Name, Phone, Email Address: |

**FOR IRC USE**

**Following documents have been supplied:**

|  |  |
| --- | --- |
| Business registration or license |  |
| Articles of incorporation or similar document |  |
| Business and other NGO references |  |
| Bank statements and references |  |
| Passport / ID cards of business owners/board of directors |  |
| Financial statement (if available) |  |
| Supplier Tax Identification Number (TIN) |  |
| Passport/ID care of Business Partner/Sub contractor owners/board of directors and entity full title |  |
| Intend to Bid Form |  |
| Performance Bank Guarantee |  |

**I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ an employee of IRC having completed and reviewed this form confirm the accuracy of information provided:**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Supplier to be re-authorized one year from this date.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **GXA21 Hub Schools Program (Badghis)** | | | | | |
| **BoQ for rehabilitation of 18 Hub schools latrines located in Qadis,Abkamari and Muqur districts** | | | | | |
| **No** | **Activity description/Item specification** | **Unit** | **Volume/Quantity** | **Estimated Unit Cost (AFN)** | **Estimated Total Cost (AFN)** |
| 1 | **Site preparation:** Before commencing work, during work, and clearing site after completion of work.It also includes the work of demolition of plastering, PCC and RCC for old latrines at 15 schools. | m2 | 325 |  | - |
| 2 | **Brick Masonry:** using 1st class brick and **u**sing cement sand mortar of 1:4 ratio for construction of walls, arches and etc. of latrines at 3 schools. | m3 | 45.5 |  | - |
| 3 | **Stone Masonry with pointing:** Stone masonry with high quality stones and cement sand mortar 1:4 and pointing 1:3 for stairs ,ramp , foundation and walls at 2 schools . | m3 | 17.5 |  | - |
| 4 | **RCC M200 (1:1.5:3):** RCC work with 1:1.5:3 for latrine tank slabs at 8 schools . The unit cost include material , labor , formwork and curing . | m3 | 21.5 |  | - |
| 5 | **PCC ,** M200 (1:1.5:3)**,** for construction of stairs , ramp and pavements for latrines at 12 schools. The work include material , labor , formwork , curing and contraction and expansion joints sealing. | m3 | 62 |  | - |
| 6 | **Painting of doors and windows:** Using oil based paints , durable , enviroment friendly with anti corrosive paint layer .It includes the cleaness of existing painting and dust and etc from doors and windows | m2 | 423 |  | - |
| 7 | **Plaster: C**ement sand plaster of 1:4 with 15mm thickness for under neath slabs and walls of latrines. | m2 | 1045 |  | - |
| 8 | **Ceramic Tiles: P**roviding and fixing of 1st class ceramic tiles on floor and walls of latrines .The cost include all relevant matrials , labour and finishing cost | m2 | 10 |  | - |
| 9 | **Painting of Walls and Roofs:** using Latix paint or oil paint for latrines including supplying and painting works. | m2 | 5299 |  | - |
| 10 | **Glass :** Size4mm thickness for doors and windows. The unit cost includes supply and instalation . | m2 | 26.1 |  | - |
| 11 | **Drainage works** using 2" PVC pipes with excavation and concrete surrounding for carrying out the waste waters form latrines. | m | 4 |  | - |
| 12 | **Hand Rail with painting** : Hand rail as per drawing with painting of three coats (one coat of red-oxids + two coat of enamel paint) for stairs and ramps at latrines of 10 schools .The unit cost includes supply of material , labor and paininting relevant cost . | Meter | 120 |  | - |
| 13 | **Roofing:** Using 1mm tube section Aluminium corrugated sheet/ Zinc Sheet for covering of the latrines roofs at 2 schools . | m2 | 165 |  | - |
| 14 | **Steel** **Doors:** 1.5mm steel steel plate with fibrication and installation with three coats of paint (one coat of red-oxids + two coat of enamel paint) . The unit cost include the material , fibrictaion , labor and painiting cost for 46 doors (66.92 m2) with different sizes at 12 schools. | kg | 1322 |  | - |
| 15 | **Steel Windows:** 1.5mm steel steel plate with fibrication and installation with three coats of paint (one coat of red-oxids + two coat of enamel paint). The unit cost include material , fibrication , labor and painting cost for 18 windows (8.09m2) with different sizes at 4 schools. | kg | 169 |  | - |
| 16 | **Girder/I Beam for roofing:** using IPE120 (b=64mm/h=120mm),weight= 10.4kg/m beam with transportation and placing on latrines roofs for 2 school. | m | 70 |  | - |
| 17 | **Hot Tar Roof insulation:** Providing and placing of tars for roofs insulation at 2 school latrines . | m2 | 110 |  | - |
| 18 | **Galvanized Gate valve** 1": providing and instalation of best quality gate valves for Tap stands in 6 schools. | PC | 45 |  | - |
| 19 | **HDPE Pipe (P80/PE16):** of size 1" with connecting and placing in trenches. The work includes digging of trenches of size 50cmX20cmX80cm for all length , pipe , required fittings , and other relevant work for supply of water from sources to tap stands . | m | 3700 |  | - |
| **Total Estimated Price** | | | | | **AFN -** |



**International Rescue Committee, Inc.**

**Intent to Bid**

**IRC Reference #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Company Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Please indicate #1 or #2 below)*

**1.□** It is the intent of this company to submit a response to the (Title of RFP) Request for Proposal.

Please provide a name and email address for the person within your company that should receive notices, amendments, etc. that are related to this RFP:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature (If faxed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Person signing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We realize that this is an intent to bid and in no way obligates this company to participate in this process.

**2.□** This Company DOES NOT intend to participate in this RFP.

Name (Signature if faxed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Person signing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please fax or email this form at your earliest convenience to the attention of:

Name (YOU) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Vendor Self-Certification of Eligibility**

Company certifies that:

1. They are not debarred, suspended, or otherwise precluded from participating in major donor (e.g. European Union, European and United States Government, United Nations) competitive bid opportunities.

**2.** They are not bankrupt or being wound up, are having their affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.

**3.** They have not been convicted of an offense concerning their professional conduct*.*

**4.** They have not been guilty of grave professional misconduct proven by any means that the contracting authority can justify, or been declared to be in serious breach of contract for failure to comply with their contractual obligations towards any contracts awarded in the normal course of business.

**5.** They have fulfilled obligations related to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country where the contract is to be performed.

**6.** They have not been the subject of a judgment for fraud, corruption, involvement in a criminal organization or any other illegal activity.

**7.** They maintain high ethical and social operating standards, including:

* Working conditions and social rights: Avoidance of Child Labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and the IRC’s beneficiaries.
* Environmental aspects: Provision of goods and services with the least negative impact on the environment.
* Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack, or bring unintended advantage to any military actors or other combatants.
* Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.

**8.** Company warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Company’s business activities, nor is any IRC employee related to principals or owners of the company. Discovery of an undisclosed Conflict of Interest situation will result in immediate revocation of the Company’s Authorized Vendor status and disqualification of Company from participation in future IRC procurement.

9. Vendor hereby confirms that the organization is not conducting business under other names or alias’s that have not been declared to IRC.

10. Vendor herby confirms it does not engage in theft, corrupt practices, collusion, nepotism, bribery, or trade in illicit substances.

By signing the Vendor Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

**IRC Conflict of Interest and Vendor Code of Conduct**

Vendor hereby agrees that Vendor and Vendor’s employees and subcontractors, if any, shall abide by and follow all established written policies of IRC related to work conduct, including, but not limited to, The IRC Way: Standards for Professional Conduct (“The IRC Way”), the IRC’s code of conduct, which can be found at: <https://www.rescue.org/page/our-code-conduct> and IRC’s Combating Trafficking in Persons Policy, which can be found here: <https://rescue.app.box.com/s/h6dv915b72o1rnapxg3vczbqxjtboyel>.

The IRC Way provides three (3) core values - Integrity, Service, and Accountability – and twenty-two (22) specific undertakings. Vendor acknowledges that all IRC employees and independent contractors are expected to apply these core values and follow these undertakings in carrying out work on behalf of IRC. It is a point of pride for IRC to apply these behavioral standards in IRC’s everyday operations.

**Integrity - At IRC, we are open, honest and trustworthy in dealing with beneficiaries, partners, co-workers, donors, funders, and the communities we affect.**

* We work to build the trust of the communities in which we work and sustain the trust earned by our reputation in serving our beneficiaries.
* We recognize that our talented and dedicated staff are our greatest asset and we conduct ourselves in ways that reflect the highest standards of organizational and individual conduct.
* Throughout our work, IRC respects the dignity, values, history, religion, and culture of those we serve.
* We respect equally the rights of women and men and we do not support practices that undermine the human rights of anyone.
* We refrain from all practices that undermine the integrity of the organization including any form of exploitation, discrimination, harassment, retaliation or abuse of colleagues, beneficiaries, and the communities in which we work.
* We do not engage in theft, corrupt practices, nepotism, bribery, or trade in illicit substances.
* We accept funds and donations only from sources whose aims are consistent with our mission, objectives, and capacity, and which do not undermine our independence and identity.
* We support human rights consistent with the UN Universal Declaration of Human Rights and The Convention on the Rights of the Child.
* We rigorously enforce the UN Secretary General’s Bulletin on the Protection from Sexual Exploitation and Abuse of Beneficiaries.
* IRC recognizes its obligation of care for all IRC staff and assumes their loyalty and cooperation.

**Service - At IRC, our primary responsibility is to the people we serve.**

* As a guiding principle of our work, IRC encourages self–reliance and supports the right of people to fully participate in decisions that affect their lives.
* We create durable solutions and conditions that foster peace, stability and social, economic, and political development in communities where we work.
* We design programs to respond to beneficiaries’ needs including emergency relief, rehabilitation, and protection of human rights, post–conflict development, resettlement, and advocacy on their behalf.
* We seek to adopt best practices and evidence–based indicators that demonstrate the quality of our work.
* We endorse the Code of Conduct for the International Red Cross and Red Crescent Movement and NGOs in Disaster Relief.

**Accountability - At IRC, we are accountable – individually and collectively – for our behaviors, actions and results.**

* We are accountable and transparent in our dealings with colleagues, beneficiaries, partners, donors, and the communities we affect.
* We strive to comply with the laws of the governing institutions where we work.
* We maintain and disseminate accurate financial information and information on our goals and activities to interested parties.
* We are responsible stewards of funds entrusted to our use.
* We integrate individual accountability of staff through the use of performance evaluations.
* We utilize the resources available to our organization in order to pursue our mission and strategic objectives in cost effective ways.
* We strive to eliminate waste and unnecessary expense, and to direct all possible resources to the people we serve

**Conflict of Interest and Legal Compliance**

* Vendor hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a financial interest in the Vendor’s business activities.
* Vendor hereby warrants that, to the best of its knowledge, no IRC employee, officer, consultant or other party related to IRC has a family relationship with the vendor’s owners.
* Discovery of an undisclosed conflict of interest will result in immediate termination of any Agreement and disqualification of Vendor from participation in current and future IRC activities.
* Vendor hereby warrants that the organization is not conducting business under other names or alias’s that have not been declared to IRC.
* Vendor hereby warrants that it does not engage in theft, corrupt practices, collusion, nepotism, bribery, trade in illicit substances, or terrorism or support of terrorism.
* Vendor hereby warrants that it complies with all applicable laws, statutes and regulations, including, but not limited to, export controls, import controls, customs regulations, trade embargoes and other trade sanctions and laws governing unlawful boycotts and payments to foreign government officials.

**Vendor hereby agrees to maintain high ethical and social standards:**

* Working conditions and social rights: Avoidance of child labor, bondage, or forced labor; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and IRC’s beneficiaries; prohibition of trafficking in persons.
* Environmental aspects: Provision of goods and services with the least negative impact on the environment.
* Humanitarian neutrality: Endeavoring to ensure that activities do not render civilians more vulnerable to attack, or bring unintended advantage to any military actors or other combatants.
* Transport and cargo: Not engaged in the illegal manufacture, supply, or transportation of weapons; not engaged in smuggling of drugs or people.

Disclosures of conflict of interest shall be made in writing to the IRC Supply Chain Coordinator or Deputy Director of Operations in your country. For global procurement, please write to GSCQA. Email: GSCQA@rescue.org.

These IRC officials shall then determine whether a conflict exists and is material, and whether the contemplated transaction may be authorized as just, fair, and reasonable. If conflict exists, then the vendor with such a conflict shall be prohibited from participating in the transaction.

If you believe that any IRC employee, volunteer or intern is acting in a manner that is inconsistent with these Standards, please notify a supervisor or the confidential helpline Ethicspoint, irc.ethicspoint.com or call Ethicspoint toll-free (866) 654-6461 in the U.S./call collect (503) 352-8177 outside the U.S. There will be no retaliation against any person who raises concerns that are based on good faith belief of improper conduct. An intentionally false report or a failure to report conduct that is known to violate these standards may result in disciplinary action.

By signing this statement vendor acknowledges any violation of the above IRC policies will result in immediate termination of any agreement in place and disqualification from participation in future IRC activities.

|  |
| --- |
| Vendor Name: |
| Signature: |
| Title: |
| Print Name: |
| Date: |

**Performance Bank Guarantee**

(Unconditional) Annex 3

*{The Bank/successful Bidder providing the Guarantee shall fill in this form in accordance with the instruction indicated in brackets, if the Employer requires this type of security}*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*{Insert Banks Name and address of Issuing Branch or office}*

**Beneficiary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** *{Name and address of Employer}*

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PERFORMANCE GUARANTEE No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

We have been inform that {*Name of contractor}* (hereinafter called “the contractor “) has entered into Contract No*. {IRC AFG-KBL 01178}* dated with you, for the execution of

*{Insert name of Contract and brief description of works}* (Hereinafter called “the Contractor”)

Furthermore, we understand that according to your condition of the contract, a performance Guarantee is required.

At the request of the Contract, we *{name of bank}* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *{amount in figure} {amount in words}* such sum being pay able in the types and proportion of currencies in which the contract price is payable ,upon receipt by us of your first demand in writing accompanied by a written statement stating that the contractor is in breach of its obligation (s) under the contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire no later than twenty eight days from the date of issuance of the taking – Completion certificate , calculated based on a copy of such Certificate which shall be provided to us ,or on the *{insert number} day of { insert month} {insert year}* which ever occur first

Consequently any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the uniform rules for demand Guarantee, ICC publication No 485.except that subparagraph (ii) of sub – article 20 (a) hereby excluded.

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

*{Stamp and signature}*

**SCOPE OF SERVICES REQUIRED**

The scope of the work require Rehabilitation and improvement of sanitation infrastructures at 18 Schools located at Qala-e-Naw , Qadis , Ab-Kamari and Moqur districts of Badghis province. The major activities are stone masonry, brick masonry , reinforced cement concrete (RCC) slab, plastering, water pipeline placing for water supply to toilets ,Paintings, PCC, Water pipeline placing and fittings , Ceramic tiles and installation of doors and windows for latrines/toilets’ blocks. Under this work, total 155 latrine stances will rehab and improve of 18 Schools. Among these 18 targeted Schools, 4 schools are located at Ab-Kamari, 4 schools are located at Moqur, 4 schools are located at Qadis and 6 schools are located at Qala-e-Naw districts of Badghis province.

**Period of Performance**

The Contractor will implement the activities mentioned in detail B.O.Q with quality describe in this Scope of work within 4 months duration. The contractor should submit the work plan for these activities implementation for the 4 months duration.

**Place of Performance**

The rehab/improvement work of the Latrine/Toilet blocks work will take place in following schools:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SN | Province | District | CDC | School |
|
| 1 | Badghis | Abkamari | Kahna Ghul | Kohna qol high school |
| 2 | Badghis | Abkamari | Kocha-e-Zard | Kocha ei Zard high school |
| 3 | Badghis | Qala-e-Now | Baghak | Baghak High School |
| 4 | Badghis | Qala-e-Now | Qarghato | Sarchashma-e-Qarghato |
| 5 | Badghis | Qala-e-Now | Ferestan | Ferestan High School |
| 6 | Badghis | Muqur | Mazid Ha | Mazid Secondary School |
| 7 | Badghis | Muqur | Jakana | Muqur Sofla High School |
| 8 | Badghis | Muqur | Jafari | Jafari High School |
| 9 | Badghis | Qala-e-Now | Jare Khoshk | Jare Khoshk Primary School |
| 10 | Badghis | Qala-e-Now | kondalan | kondalan High school |
| 11 | Badghis | Qadis | Tahte Qadis | Neswan Qadis High School |
| 12 | Badghis | Qadis | Tahte Qadis | Jamiyete Qadis High School |
| 13 | Badghis | Qadis | Mirza Ali Sofla Qarchaqai | Qarchaqai Naswan secondary school |
| 14 | Badghis | Abkamari | Kokchaeil | Kokchaeil High School |
| 15 | Badghis | Qadis | Dehberanj | Dehberanj High School |
| 16 | Badghis | Muqur | Hichka | Neswan Hichka secondry School |
| 17 | Badghis | Abkamari | Masjid Jami Dehistan | Dehistan High School |
| 18 | Badghis | Qala-e-Now | Chakab Qala-e-Ghiz | Chakab primary High school |

**Schedule/Milestones**

Contractor will complete 25 % of the B.O.Q work within 1st month, 30% of the B.O.Q work in 2nd months , 30% of the BOQ work in 3rd month and remaining 15% work of the contract with hand over in 4th Month (Last month ) of the contract duration .

**Acceptance Criteria**

The work will be accepted if fulfill following quality measures:

1. **Stone Masonry**

Stone masonry will take place for footing and supporting walls of latrines’ blocks. Contractor will use cement sand mortar of 1:4 for stone masonry will be done with. For stone masonry, contractor will use dense stones of mountains and good quality mines. Trained skilled worker will place and shape the stones according to the walls’ width and height. After stone masonry completion, pointing of stone masonry will take place with sand cement mortar of 1:3.

1. **Plain Cement Concrete (PCC)**

PCC will take place in pavement and in stairs of latrine blocks. PCC will be of mark 200 (1:2:4). Crushed stone of maximum size 0.75”, sand of Fineness modulus 2.5 and cement according ASTM C150 will be used in making concrete mix. In case of gravel usage, contractor will use clean, and well graded gravel.

1. **Reinforced Cement Concrete (RCC)**

RCC will be used for concrete boards with M200 over septic tank/Faces storage places. Crush stone of maximum size 0.75” size, sand of Fineness modulus 2.5 and cement according ASTM C150 will be used in making RCC concrete mix. In case of gravel usage, contractor will use clean, and well graded gravel.

1. **Brick Masonry**

Contractor will use 1st class brick during improvement/rehabilitation of School latrine blocks. The strength of bricks will be around 140 kg/cm2 of brick area. During brick molding no saline deposit should be used. Bricks will not absorb water more than 20% of brick weight when immersed in water for 24 hours. For brick masonry sand cement mortar of 1:3 will be used. These walls perform as load bearing walls, thus essential care is required during its constructing regarding alignment, curing and mortar quality.

1. **Cement Sand PLASTER**

Cement sand plastering is required for walls, bottom face of slab and outside face of parapet wall with cement sand mortar (1:3). The plaster will be straight and not having vertically and horizontally up and downs beyond 5 mm .The plaster work should be based on needs. Before starting plaster, contractor will ensure curing of brick walls and remove old deformed plaster in order to ensure the quality of plaster. After finishing plaster, curing is required for 7 days.

1. **Painting**

Painting of walls, inner slabs and parapet walls will be carried out by the contractor. Contractor will provide and apply three coats of washable oil painting emulsion paint to interior plastered surfaces and water repellent, high breathable painting to exterior faces of toilets. IRC-BDG staff will select color and brand of paint.

1. **Tile Work**

Contractor will use first class of tiles for floors and walls of latrines during improvement of latrines at schools. The strength of tiles for walls and floor will be around 250 kg/cm2 of tile area. Tiles will not absorb more than 0.5 % of water placed on floor and walls of toilets.

1. **Steel Hand Rail Work**

The Contractor will use Zinc Galvanized steel pipe or its eqvalent pipe having 1.5” diameter and 1.5mm wall thickness for poles and all steel pipe work. The weight of these pipes will be 9.5 kg/6m length of pipe. The height of the hand rails will be 1m above the ramp surface or may increase or decrease from 1 m seeing the field conditions.

The Hand rails poles will be firmly anchored to the PCC ramp by nut and bolt mechanism. The anchoring will be done at both side of the poles and the poles to be anchored should be placed at a c/c distance of 0.95m. The contractor will ensure firmly and unloosing connection between the poles and PCC ramp surface. The connection should be able to resist the user required supporting load, and possibly the children climbing or pushing loads.

All the work of drilling for poles, anchoring, nut bolts, steel hand rails fabrication and installation with necessary ramp repair is the responsibilities of the contractor. The contractor will do durable 3 coat of painting of the hand rails on the ramps of the latrines’ block.

1. **Steel Doors and Windows**

The contractor will use 1.5 mm steel plate for doors and windows with appropriate frame. The sizes of doors and windows differs from school to school, but over all 1,322 kg steel for doors and 169 kg steel for windows work will be required. The contractor will do proper three coats (one coat of red-oxides + two coat of enamel paint) painting on both sides of all doors and windows.

1. **Ramp Construction**

The contractor will construct ramp from Stone masonry and PCC. The stone masonry and PCC will be according to above mentioned qualities. In addition to it, the contractor will install the hand rails on the edges of the ramp for the support of disabled and old age people.

In addition to above work quality, the contractor will do site clearance before starting of the work, during the work and after completion of the work. The contractor‘s work fulfilling IRC requirement will be accepted and handed over by IRC BDG-Office.

1. **Pipeline Extension From Source :**

The HDPE pipes for supply of the water from water sources located away or inside the schools will be used. Mostly 1” diameter of HDPE pipeline will be used. Placing of these pipes will need excavation and backfilling of trenches of sizes 50cmX20cmX80cm .The unit price of the pipes includes the expanses required for its fittings as elbow, unions, and etc., pipe, excavation of trenches and labour costs.

1. **Taps Stands :**

IRC is having taps sands in the stock having 6 taps for supply of water. The contractor will make aprons for taps stands as per its drawing and fix it in the aprons firmly. In addition to it, supplier will connect these taps stands with the pipelines that contractor extended from water sources.