

Request for Expression of Interest

EOI# ORCD/2020/04

Construction of Deep Wells in Nangarhar Behsood District of Afghanistan

Issue Date: 26th April 2020

Closing Date: 03rd May 2020

1. Introduction

Organization for Research and Community Development (ORCD) founded in 2011 and registered with the Ministry of Economy registration 2304 as non-profit organization in the view of the NGO Law of Afghanistan.

It has implemented around 49 projects since its establishment and have 15 ongoing projects in 12 provinces of the country achieving 100% success rate. Its mission: Using evidence-based best practices, to empower communities to achieve their development goals. The vision is: "A world of Prosperous Families Empowered to Making Informed Choices".

2. Scope of Services

ORCD invites qualified firms to submit quotations for construction of 18 deep wells with hand pumps in different sites of Behsood district of Nangarhar, the quotation must be given according to BoQ's and design provided in the relevant section of this document.

3. Short listing and evaluation

In evaluating proposal bids submitted, consideration will be given to not only on the basis of low price but also to quality, relevant experience, references and reputation.

4. Confidentiality and Conflicts of Interest

- ✓ It is a further condition of proposing that you will keep confidential the information disclosed to you in this invitation to proposal and in connection with the invitation and your response to the invitation. You must also return to ORCD any information disclosed (and any copies you have made of this) if requested, and must only use such information for the purposes of making the proposal.
- ✓ In the same manner, any information received relating to the proposing firms will be treated in the strictest of confidence by the ORCD Afghanistan.

- ✓ A firm will not be eligible for appointment if any of its partners, directors or major shareholders is a member of the ORCD Board or the staff of ORCD Afghanistan.
- ✓ Firms must declare, as part of the proposal, whether any partners, directors, major shareholders, senior staff, or the partners / spouses of any of these listed are:
 - Members of ORCD Board or related to any such member
 - An employee of ORCD or related to any such employee.
- ✓ Firms should also identify any work they are currently undertaking, or bidding for, which could cause a conflict of interest, and indicate how they will deal with this potential conflict if the contract is awarded.

5. Terms and conditions

- Construction work must be carried out in line with volume sheet and design according to the required quality.
- Quality assurance of the construction work must be undertaken by an expert engineer of the firm.
- Construction of water supply network including well boring, construction of apron etc. must be completed within 2 months from signing contract.

6. M&E and Quality Assurance:

- The quality of work will be evaluated through joint oversight committee comprised of ORCD, DoRR and community representatives.
- The oversight committee may accept or reject the quality of work in part or completely. As such, the Construction Company must be willing to improve the quality of work of complete the incomplete work as per the volume sheet after M&E report of the oversight committee.

7. Form of proposal – information to be provided

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

7.1. The EOI will be evaluated using the following technical criteria. Proposals should address each question.

1. Does the firm have a valid license? If yes, please provide us the scan copies.
2. Does the firm have a quality control program to help ensure adherence to high professional standards?
3. Does the firm subject itself to “Peer Review” in order to provide an independent review of its quality control policies and procedures?

4. Did the “Peer Review” cover the governmental auditing section and was the “Peer Review” opinion attached?
5. Does the proposal fully respond to the needs of ORCD regarding this EOI?
6. Will the firm be able to meet ORCD’s deadline? Does the number of months indicated by the firm to complete the construction and other related tasks to fully complete the construction of deep wells?
7. Is the quality of the firm’s professional personnel to be assigned to the engagement and quality of the firm’s management support personnel available for technical consultation adequate?
8. Does the proposal adequately describe in a clear concise, and understandable manner the work to be performed including sampling techniques and analytical procedures to be used?
9. Have the firm’s prior experiences with NGOs in Afghanistan, if any, been acceptable?

7.2. Information about your firm:

- a. A short profile of your firm with emphasis on the different services you supply. If the firm is part of a group of companies, or is a subsidiary or parent company, please also give details of the group.
- b. Total number of staff, both actual and full time equivalent.
- c. Details of training, experience and qualifications of staff (and number of staff who are qualified).
- d. Full name, corporate status, and registered office.
- e. Name, correspondence address and telephone number of main contact.
- f. Organization chart showing all those staff who will be working on the contract and the reporting structure.

7.3. Experience:

- a. Must have at least 3 years of relevant experience (contract copies must be provided along with quotation) and experience of working with similar organization’s funded projects in Afghanistan.
- b. Curriculum vitae for the staff who will be undertaking the work, including experience and qualifications, and length of service with your firm.

7.4. Costs and Bid Security:

- a. The quotation must be submitted in AFN and the BoQ to be filled in AFN.
- b. Must provide Bid Security Bank Letter of **USD 1,000 or 77,000 AFN**.

- c. All cost shall be inclusive of all applicable taxes as per taxation law of the government of Afghanistan, www.mof.af, TA/DA.

8. Submission Procedure

- ✓ Please submit the hard-sealed stamp copies of EOI and send it to ORCD Office House# 2591, Street of Shams London Academy Girls School, Shaheed Square, Taimani Project Kabul, Afghanistan by **09:00 Hours (AFT), 03rd May 2020** or before the deadline.
- ✓ Should you have any questions, please feel free to contact us via tender@orcd.org or 0728142962.
- ✓ No proposal will be considered if received after the deadline set out above.

9. Disclaimer

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

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

10. Bill of Quantity:

BoQ is attached in separate excel file. This would be filled in AFN.

11. Design

Design is also attached in separate excel file.

Sincerely,

Procurement & Logistic Department
ORCD Afghanistan