

Civil works for Installing an Omniprocessor in IAAT Wastewater Treatment Plant

1. Programme information:

Programme Component: WASH

Intermediate Results: Improved wastewater treatment for the wastewater generated by the ISs to an adequate level of service.

➤ Purpose of assignment (Objective):

To reduce the volume of sludge from ISs reaching the wastewater treatment plants and disturbing the treatment processes. The Omni processor will ensure safe treatment of the sludge coming from ISs.

The purpose of the assignment is to undertake all the civil works related to the installation of the Omni processor.

➤ Background:

UNICEF WASH Program has scaled up its response to the Syria crisis and provides support and services to both refugees and host Lebanese communities and to the Ministry of Energy and Water and its regional Water Establishments bearing the greatest burden resulting from the impact of the Syria Crisis on the water and sanitation sector in Lebanon.

UNICEF section, The MoEW and the BWE have identified the need to support IAAT WWTP by reducing the volume of sludge reaching the WWTP and currently disturbing the treatment processes.

➤ Scope of Work:

Constructing all the infrastructure needed for the installation of the Omni processor at IAAT WWTP.

Work within the current tender documents includes:

- Construction of a fenced site with access and inner roads.
- Construction of holding tanks.
- connections from holding tanks to the system existing manholes and/or piping systems and to the existing evacuation collector.
- Testing of all structures, pipes and systems
- Processing hand over to government bodies (WE, MoEW, Municipalities)

DETAILED SCOPE OF WORK IS ATTACHED AS ANNEX 'TECHNICAL SPECIFICATION DOCUMENT'

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2. Duty Station:

UNICEF LCO; works will be in IAAT WWTP, Baalbeck Caza, Baalbeck_ hermel Governorate Lebanon.

3. Supervisor:

UNICEF WASH Officers / Specialists and assigned Consultancy firms

4. Major tasks to be accomplished (after selection of the firm):

- Construction of the different holding tanks and systems to receive the Sludge from trucks
- Connection of existing supply and discharge systems.
- Testing of works.
- Submission of as-built drawings and BoQs.

5. End Products/deliverable/ Workplan

- The contractor shall inspect the site prior to commencing works to determine the specifics of works required as described in the tender, and also throughout the works construction. Any issues will be raised by contractor at time of notice and resolved with client prior to any change in agreed works.
- The contractor shall ensure that all required equipment and materials will fit into the existing system (networks, station, etc) and that the work can be successfully undertaken in a timely manner.
- The contractor shall ensure the supply and installation of all materials, including all associated tradesmen and labor, according to the agreed design specifications and agreed schedule of works.
- The Constructor shall ensure all works are undertaken in a manner to ensure the safety of contracted staff and approved site visitors. Any health and safety issues observed onsite must be raised immediately by the Consultant to UNICEF and agreed action taken to resolve the issue. The safety of the general public, pedestrians and vehicles shall be ensured at all times with the provision of all necessary cautionary signage, barricades and lighting. The safety of workmen, Consultants, and visitors shall be ensured at all times, including the provision of all necessary safety gears, access scaffold and stairs. Inadequate site safe

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access for installation of the works and inspections will result instructions to cease works and rectification notices being issued by UNICEF and or Consultants.

- Installation and testing of all equipment according to Contract requirements. The results of all tests should be provided to UNICEF at completion of work.
- The contractor shall ensure supply and install all required visibility panels with all necessary arrangement and accessories.
- Handover to government bodies (Municipality / Water Establishment / Ministry) after successful testing, including preparing and submitting all necessary manuals and as-built documentation.
- All warranty and technical guidance documents related to the installed equipment must be provided to the relevant Municipality / Water Establishment / Ministry.

Methodology:

1. Mobilization plan (workforce, resources and equipment) for the implementation of the project taking into consideration the region's infrastructure and resources must be submitted by the contractor. This will be updated if any changes in works are agreed with the client. The contractor must liaise with the Clients Consultant throughout the works phase and raise any issues that impede agreed delivery of works.

Special attention must be given to the kind of machineries to be used, i.e. in narrow streets and pathways the use of heavy equipment will not be allowed to prevent damages to the houses within such alleys, also in steep area the use of heavy equipment might not be possible.

2. Contractor shall provide a secure a locked parking yard for all his equipment plant and machinery. Plant, machinery, materials and equipment shall not be left unattended on any workface for any period outside of normal working.

3. No excavations shall be undertaken before written approval (permit) from the relevant Municipality (inside villages) or from Ministry of Public works (main roads and highways). All written approval will be provided to the client prior to works commencement. All excavations will be filled with agreed materials to a quality agreed by the client. The contractor shall be responsible for the provision of all necessary permits and approval required by all relevant Authorities.

4. Contractor will secure a 'dumping site' that is approved by relevant Municipality and by the Ministry of Environment. This approval should be provided to the client prior to any dumping of materials and a record of 'dumping' must also be provided. No hazardous material are to be disposed of unless approved by the MoEW.

5. The Contractor must provide an all risk insurance, workman compensation

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insurance and third party liability insurance. A copy of the insurance policies shall be provided to the client along with a list of crew and equipment allocated for each project.

6. All material to be supplied by the contractor shall be inspected by the Client's Consultant within the contractor's warehouse for approval, and only after written approval on proposed material has been provided, the contractor will transport all required items as per the contract to the nominated site. All materials will be stored in an appropriate way as recommended by the manufacturer and the contractor shall be responsible for such until handing over of works to the relative WE and/or MoEW on the completion date.

7. During all work on site, the contractor shall not disrupt traffic, traffic control systems, signage, barricades and lighting shall be provided for works in public thoroughfares. The contractor shall ensure that any and all existing utility services and infrastructure (including potable water supply, sewer lines, telephone cables, electrical supply etc.) are maintained and protected during the installation of the Works. No interruption to existing services will be permitted without prior approval from the relevant Authorities.

8. Installation of materials (pumps, pipes, cables etc.) shall be made according to required contract specifications and as instructed by the client's consultant. No changes will be permitted to specified works or materials unless by prior agreement of the client.

9. Testing on site shall be made according to a preset schedule and in presence of designated Municipality / Water Establishment / Ministry staff and a UNICEF representative.

10. All civil works must be completed within approved schedule based on design specifications, and at the end of the works contractor shall restore the site to a similar condition as prior to works and process the official handing over documentation. Any changes must be agreed upon with UNICEF and the relative Municipality / Water Establishment / Ministry.

Responsibilities

- When working on site, the contractor is responsible for the occupational health and safety of his crew, and ensure the safety of approved site visitors including, UNICEF, its Consultant/contractors and Water Establishment/Ministry employees.
- The contractor shall coordinate with the UoM/WE/MoEW appointed staff to ensure handover takes place according to agreed schedule and there are no issues after the work is completed.
- When working on site, the contractor is responsible for the provision of traffic

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control, safety equipment, signs, diversions, control systems including liaison with third parties for work in public roads and streets and shall include but not limited to:

- Erecting, maintaining, moving and removal of safety barriers, signs, and traffic control equipment.
 - Establishing and managing road diversions.
 - Watching and lighting
 - Maintaining roads and streets clean and free from construction debris.
 - The contractor will be responsible for the purchase of specified materials, and safeguarding of the purchased materials and equipment during the construction, installation and completion phase until handover is complete.
- Upon the completion and handing over of works, the contractor will have a 1 year defects liability period. The contractor will be responsible for resolution (cost of replacement and repair) to the satisfaction of the client of any issues that may arise within the liability period.
- The contractor will abide by all security directives provided by the client.

6. Reporting Requirement

The assigned consultancy firm will be reporting on the progress of works done by the contractor on a weekly basis and shall submit a final report upon handing over of works.

7. Duration: [of this assignment]

Up to 60 calendar days from contract signature date depending on type of works with defect liability period of one year. The contractor shall provide a construction Programme, including a critical path network.

8. Qualification/Special Knowledge/experience: [of the institution. in addition, you can include the qualification of the personnel required if applicable]

Companies and contractors with proven expertise in comprehensive water and wastewater projects.

9. Methodology for response

- A request for proposal will be processed, requiring a technical proposal and financial proposal per project package.

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- Bidders are requested to submit the following:
 1. 3 electronic copies (CD's) of the technical proposal.
 2. 1 signed and stamped print out of the financial offer and 1 electronic copy (CD) containing a scan of the signed and stamped print out of the financial offer and 1 excel copy of the financial offer; hand written offers will be disqualified.
- Bidders must **not** submit any material except for the above mentioned.
- The technical proposal must follow the same sequence detailed under point 10. Technical Evaluation of the proposals; that is Points 1, 2, till the end.
- Failure to abide by any of the above requirements will **render the offer as disqualified.**

10. Technical Evaluation of the proposals:

The Technical Proposal should address all aspects and criteria outlined in the Request for Proposal, especially in the Terms of Reference detailed in Technical Specification document of the Request for Proposal. UNICEF welcomes new ideas and innovative approaches. Technical Proposals must be completed and provided with all relevant support documentation to enable the RFP Evaluation Team to adequately assess and evaluate the Proposal. The grading guideline is as follows:

Prequalification mandatory requirements:

All bidders must be first class classified for water works by The Ministry of Energy and Water. Bidders must submit a certificate proving that the company is not excluded from participating in the implementation of deals and no amendment has been made to the classification. The statement should be valid at the time of submission. (No points – pre-qualifying criteria - Mandatory)

Grading for building reservoirs:

1. Completeness of the response and overall concord between RFP requirements and proposal – 5 points. (2.5 points each)
2. Technical Company profile showing owned equipment, total staffing, listing of currently running projects, company's presence (offices, facilities, etc) showing the companies capacity to cope with the running project and this potential project and a list of all concluded project over the last 5 years – 5 points. (1 point each)
3. Valid and relevant Company qualifications by the Council for Development and Reconstruction (CDR) and Ministry of Public Works (MoPW) – 5 points (2.5 points each)

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4. Proof of expertise in similar projects; at least 3 letters of reference from government bodies or international organizations within the last 5 years are required – 10 points (3.3 points per letter)
5. Proof of expertise in similar projects within the jurisdiction of the water establishment where the project package is; at least 2 letters of reference other than the ones presented in point 4 within the last 5 years – 5 points (2.5 points per letter)
6. Technical specifications for building reservoirs including technical specification of steel bars, aggregates, framework, valves and related accessories as mentioned in the BoQ and tender document – 10 points (2points each)
7. 2-page method statement showing adequate equipment assigned for this project, personnel utilization for every task, and assigned project manager's expertise / resume showing adequate experience in similar projects – 5 points (2.5 points each)
8. Occupational, Environmental Health & Safety Plans (OEHS), including Safe Work Method Statement (SWMS) addressing site safety, access, scaffolding, trenching, works at depth, works at height; risk assessment and mitigation strategy to complete the works, traffic control and management, site specific Occupational Health and Safety Plan – 5 points (1 point each)
9. Bank letter stating that the contractor has access to, or has available liquid assets, lines of credit, unencumbered assets and other financial means, net of other commitments, sufficient to meet a project construction cash flow of up to USD 1million for a period of 6 month from the of issuing the certificate. And also certifying that the company is solvent, that the company has not filed for bankruptcy and is not in a process of receivership of liquidation - 10 points.
10. Timeline for completion of all the work within the shortest possible period including submission of a critical path plan (10 points) Note that the shortest **reasonable** duration, based on a logical and accurate critical path network will receive maximum 10 points. Programmes submitted lacking a logical and accurate CPN and or durations exceeding 150 days will get zero / 10 points while logical and accurate CPN grading will follow the following formula 10 points X lowest duration / assessed duration.

→ TOTAL 70 Points for the technical evaluation and 30 points for the financial.

11. Financial offer

Financial offers will be evaluated out of 30 points

12. Bidders are requested to submit the following

- All the technical specifications of the proposed items under “point 6” of the technical evaluation

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- Work plan proposed to carry out the work in calendar days and **not** in working day. Bidders must take into consideration the nature and accessibility of the terrain and possible holidays.

Timing/Duration of Contract: Up to 90 calendar days as of the day the contract is signed; work need to be concluded by Aug. 31 2021 at the latest.

Administrative issues:

UNICEF Emergency WASH Specialist at Beirut office to supervise the contracts with the support from UNICEF WASH specialist at Zonal offices and UNICEF approved engineering consultancy firms.

Conditions:

Bidders must take into consideration the nature and accessibility of the terrain, weather conditions and possible holidays. Failure to complete the project within the allocated timeframe in calendar days will be regulated in the contract signed with the recommended company.

All contractors are strongly recommended to conduct site visits prior to engaging in responding to the RFP.

Awarded contractors must submit upon signing the contract:

1. 5% Performance Bond which will be released upon completion and acceptance of works and another.
2. 5% Defect Liability guarantee which will be release after 1 year from completion and acceptance of works.
3. Work plan to carry out the work within 150 calendar day's max.

Awarded contracts will be based on the attached Annex XI of the "manual of construction contracts" titled "Form of Contract for Works Contractor and General Conditions of Contract"

Initiated/Drafted by: