

Request for Proposal

Concrete Carpenter – Service Provider

FOR

DANISH REFUGEE COUNCIL (LEBANON)

Request for proposal RFP/NOL/2018/001	
Name of the organization	Danish Refugee Council
Date of issue	24 th August 2018
Last date and time for receipts of bids	5 th September 2018 at 14:00 pm (Beirut time)
Address for the submission of proposals	By email at: procurement.rfp@driclebanon.dk
Address for queries	By email at: procurement.rfp@driclebanon.dk

Background: As the Syrian Crisis enters its seventh year, close to four million displaced Syrians are living in neighboring countries. Lebanon has absorbed 1.2 million Syrian refugees, which has resulted in mounting pressures on overstretched public infrastructure, services, and resources. Hosting populations have progressively suffered from declining living standards, livelihood opportunities and access to quality basic services as the crisis has moved from an emergency state to its current protracted situation. Initial charitable sentiments and generosity toward the refugee populations are eroding and growing social volatility in the region is contributing to inter-communal tensions, political unpredictability, and economic stagnation. While the Syrian influx has exacerbated socioeconomic cleavages in both Lebanon, it has certainly not created them and renewed attention on addressing the root problems of these challenges is needed to move beyond the short-term gap-filling assistance that has characterized the Syria Crisis response to date. Women and youth are disproportionately affected and opportunities to access sustainable livelihoods and participate in public debate and policy decisions are particularly limited, leading to growing frustrations. Recent reports have highlighted a generalized discontent among refugees and host communities with regard to the international and national responses to the crisis across the region, citing in particular a lack of transparency in aid provision, weak impact on preparation for future crises as well as low levels of community input in aid planning and delivery.

For further information about DRC, please refer to our website: www.drc.dk

The Project:

The Danish refugee Council in cooperation with The World Food Programme will implement the construction works of a 1,100 m secondary irrigation canal in a land located in Hissa Municipality, in Akkar, North of Lebanon. Local inhabitants and the municipality indicated to DRC the importance of managing irrigation to better plan and utilise water resources in the region and prevent flooding of farmed land as well as the nearby Syrian informal settlement. Therefore, DRC is planning to construct an irrigation canal providing water to the lands of **20 farmers** at needed intervals. The irrigation canal will link directly to the water source of “Naher Al Oustowan River and will be made of concrete to ensure sustainability and efficiency.

Specific Objective of the project include:

<p>Overall 2018 Program Objective</p>	<p>Improve short-term food security for vulnerable displacement-affected communities in Lebanon by engaging the targeted population in FFA and complementary FFT, while improving community resilience through the creation of productive assets and agricultural/livelihoods training.</p>
<p>Specific 2018 Program Objective</p>	<p>Improve food accessibility of socio-economically vulnerable households through provision of short-term income and enhanced livelihoods opportunities.</p>
<p>Specific 2018 Program Objective II</p>	<p>Enhance agricultural and productive assets of displacement-affected communities to promote agricultural and economic development.</p>

Duration

The implementation will start beginning of September 2018 and will end in November 2018.

Location

Akkar: Hissa Municipality, North of Lebanon.

Objectives

(Two concrete carpenters, each with a team of 3 skilled workers) For Construction of an Irrigation Canal in Hissa Municipality, Akkar - North of Lebanon.

Under the direct supervision of DRC Area Shelter and Infrastructure manager, the service provider will be responsible for:

- Preparation and installing of formwork for the pouring of canal bed, walls and box culverts. The formwork should be fixed properly in place, well-oiled to assure a smooth finish concrete surface. The Works also includes removing the formwork after the concrete is set, transporting of wood, removing nails and fixing materials.
- Fixing steel reinforcement bars. The work includes tying bars carefully taking into consideration the spacing specified as per the design, using spacers to maintain the concrete cover. (Spacers should be provided by the concrete carpenters).
- Mixing concrete using a Manuel mixer and Pouring of concrete as per the specification and measurements specified by the site supervisor, and mentioned in the attached drawings and bill of quantity. The works include casting of a 5cm blinding layer, canal beds, canal walls and box culverts. Concrete should be mixed in a way to achieve the desired strength at 28 days.
- Curing and cleaning the casted concrete, work includes well removing debrides, closing holes, and concrete testing.
- Provide and install the steel water gates in the canal's walls, work includes well fixation with the steel reinforcement before the casting work.
- All implemented works should be in accordance to site supervisor’s instructions, attached drawings and bill of quantity.
- Carpenters should bring all tools necessary for the implementation of the works, however for the materials (sand, cement, aggregate and steel) they will be provided by DRC.

Timeframe

This timeframe is tentative and will be revised based on the service provider proposal.

Task (2 months)	Days
Casting works including formwork and steel reinforcement and gates. 5 hours/day	40 days
TOTAL	35 days

Experience and technical competencies:

- Previous experience in fixing all kinds of formworks.
- Previous experience in cutting, bending and installation of steel reinforcement;
- Previous experience in mixing and pouring smooth finish concrete with the required mix design to achieve the desired strength;

Evaluation Criteria

After receiving the requested documents, the criteria of selection is specified in the Cover letter document under Best Value of Money. The committee will review each proposal and provide equal balance to the proposal provided (technical specs) and the financial proposal (best value).

If necessary, the short listed firms with their identified trainers will pass through the Human Resources Department's evaluation criteria that will be set during a face to face interview; the interview questions will be unified for all candidates.

Application process

For applicant applying as a **company/organization**, the following documents are to be attached to the application:

- Cover letter;
- Quotation for services to be provided (rate per day);
- CVs with professional experience provided;
- DRC General Conditions of Contract for the Procurement of Services signed (attached);
- DRC Code of Ethics signed (attached).

Financial proposal must specify the following:

A detailed proposal for the services requested in the above objectives.

Instructions for Submission of Bid

There are two methods for submitting bids:

- **Hard Copy**: One original copy of your proposal in a sealed envelope clearly marked with **RFP# NOL/2018/001 and the bidder's name**. The sealed envelope must be deposited into the DRC Tender Box at the address below before the RFP Closing Date and Time.

*Paragon Building, 3rd Floor
Alfred Naccache Street,
Achrafieh, Beirut, Lebanon*

It is the bidder's responsibility to ensure that the sealed envelope is deposited into the Tender Box.

- **By Email:** Email submissions will be accepted and must be sent to the following address: Procurement.rfp@drclebanon.dk quoting, RFP#NOL/2018/001, in the Subject line. RFPs must be received in the email inbox before closing deadline.

The closing date for submission of proposals is **5th of Sept 2018 at 14:00 pm (local Lebanon time)**.

Any bids received past the deadline will be disqualified.

All related questions should only be addressed to: Procurement.rfp@drclebanon.dk.

Bid documents to be submitted:

Annex C: Code of Conduct

Bids submitted by mail or courier are done so at the bidder's risk and DRC takes no responsibility for the receipt of such bids.

All bids received in pencil will be disqualified.

Validity of Offer

Your bid must be valid for a minimum of 30 days from the date of the RFP closing date. Bids not meeting the Bid Validity Period may be disqualified. DRC will attempt to notify all suppliers of the outcome of their proposals as soon as possible after evaluation.

Evaluation of Bids

The criteria for awarding contracts resulting from this RFP will be based on the 'best value for money' principle. For the purpose of this RFP DRC defines 'best value for money' as:

Best value for money should not be equated with the lowest initial bid option. It requires an integrated assessment of technical, organizational and pricing factors in light of their relative importance (i.e. reliability, quality, experiences, and reputation, past performance, cost/fee realism, delivery time, reasonableness, need for standardization, and other criteria depending on the item to be procured).

All bids will undergo a Technical Evaluation where the specifications of the offered services will be evaluated against the specifications advised in this RFP (Annex A: Terms of Reference). Those bids that meet the specifications will be classed as 'Acceptable' and the bids progressed onto the 'Financial Evaluation'.

The Financial Evaluation will be based on the 'lowest acceptable bid' taking into consideration other factors such as warranty, quality, total cost of ownership, cost of on-going consumables, etc.

Contract Award

Under the 'best value for money' principle, DRC will award the contract(s) (under DRC General Conditions of Contract for the Procurement of Services) to the 'lowest responsive bid' except where other considerations are warranted. These other considerations can be – total cost of ownership; cost of on-going consumables; price vs warranty; quality vs price.

RFP Enquires

All enquires and questions should be addressed to: procurement.rfp@drclebanon.dk

Under DRC's Anti-Corruption Policy Bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. DRC will reject a bid if it determines that the bidder recommended for award, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the contract.

Sincerely,

Procurement Department

August 2018