

Bid Clarification Meeting



***ITB Ref. No. ITB/2021/21436 -
Construction of Laboratories &
Wash Facilities in Jongowe
Secondary School, Zanzibar,
Tanzania***

5 July 2021



Pre-bid meeting Agenda:

- Introduction
- Access to the ITBs AND UNGM Platform
- Overview of the Statement of Works (SoW)
- Key Dates
- Returnable Quotation Documents, Schedules 1 thru 11.
- Evaluation method and selection criteria
- Q & A
- End of Meeting





KEY POINTS IN THE BIDDING PROCESS

Bidders must be registered on www.ungm.org website as UNOPS vendor, by selecting UNOPS from the list of UN agencies.

CONTENTS

TENDER DOCUMENTS:

- ❑ ITB Particulars & Evaluation Criteria
- ❑ SECTION I: Instruction to Bidders
- ❑ SECTION II: Returnable Bid Schedules
- ❑ SECTION III : UNOPS Minor Works Construction Contract
 - : SoW, Specifications, Drawings & BoQ
 - : Drive Supplier Sustainability Questionnaire
 - : UNOPS HSSE Plan

Overview of the SoW

ITB Ref. No. ITB/2021/21436

Construction of Laboratories & Wash Facilities in Jongowe Secondary School, Zanzibar, Tanzania

- New construction, 1 Multipurpose science laboratory for 40 students

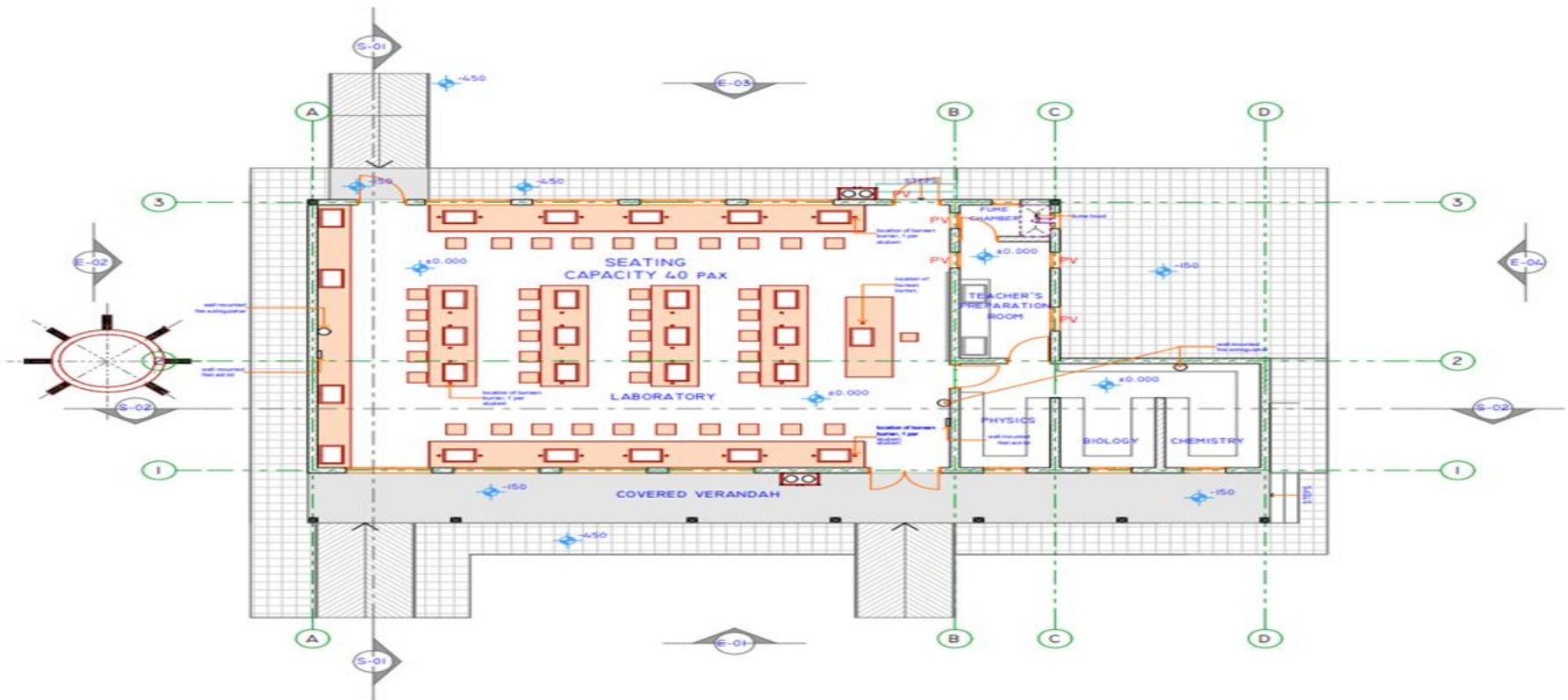
- WASH Facilities
 - 4 cubicles for boys
 - 4 for girls
 - 2 for the disabled (1 in each, boys & girls)
 - 2 for teachers

- All others as detailed in the BoQ

Overview of the SoW

ITB Ref. No. ITB/2021/21436

Construction of Laboratories & Wash Facilities in Jongowe Secondary School, Zanzibar, Tanzania



KEY DATES - **ITB/2021/21436**

Bidding period	24th June 2021 to 14 th July 2021
Bid Submission deadline	1:00 pm Nairobi Time on 14 July 2021.
Bid Opening	1:30 pm on 14th July 2021
Bids submission	On eSourcing
Clarifications	Deadline for submitting clarification questions - 7 July 2021 at 6 PM Nairobi Time. Request for clarification should be sent through eSourcing
Bid Validity	90 Days

BID SCHEDULES *** submissions that fail sections marked in red will be disqualified**

SCHEDULE	TYPE	EVALUATION
SCHEDULE 1	Form of Bid - Must be filled & signed	Check / Clarify
SCHEDULE 2	Bidders Details	Check / Clarify
SCHEDULE 3	Bill of Quantities	Pass/Fail
SCHEDULE 4	Preliminary Program - Max. 6 Months <ol style="list-style-type: none"> Summary & high level description of the phases of work - deliverables Time to complete each high level deliverable (Start date & End date). <p>ITB/2021/21436 (Jongowe) - requires a plan describing bidder's methodology of transporting construction materials to the site.</p>	Pass/Fail
SCHEDULE 5	Key Personnel (5 Key Personnel - ITB Specific) <ol style="list-style-type: none"> Project Manager (1No.) Project Site Engineer (1No.) Trade Foreman (1No.) Mechanical Engineer (1No.) Electrical Engineer (1No.) 	Pass/Fail

BID SCHEDULES *** submissions that fail sections marked in red will be disqualified**

SCHEDULE	TYPE	EVALUATION
SCHEDULE 6	Insurances - Review insurance requirement before signing the form	Check / Clarify
SCHEDULE 7	Capacity, Experience, Work In Hand And Work Completed <ol style="list-style-type: none"> Two (2) similar contracts in the last 5 years (supporting documents required) List of all current projects underway or committed to start Key assets Financial statements for the last three (3) years (2017, 2018, 2019) 	Pass/Fail
SCHEDULE 8	Declaration - completed & signed	Check /Clarify
SCHEDULE 9	Conflict of Interest - completed & signed	Check /Clarify
SCHEDULE 10	Dispute Details - completed & signed	Check/Clarify
SCHEDULE 11	Addenda to ITB - completed & signed	Check/Clarify

BID SCHEDULE ^{*}submissions that fail sections marked in red will be disqualified

SCHEDULE	TYPE	EVALUATION
	Qualification Criteria	
SCHEDULE 2	Valid Registration requirement : Bidder must be a corporate body, duly registered under the laws of Zanzibar - copy of incorporation/registration certificate required.	Pass/Fail
	Language of bid: English	Pass/Fail
SCHEDULE 2	Class 1-7 registered with Zanzibar Contractors Registration board (ZCRB) - proof of registration required	Pass/Fail

Scope of Works

- ***The scope of ITBs Ref. no. ITB/2021/21436, ITB/2021/21531 (5 LOTS) and ITB/2021/21456 (5 LOTS) is similar but the project locations are distinctly different.***
- ***Therefore, bidders must propose key personnel and equipment specific to each ITB /Island. That means key personnel and equipment proposed for one ITB cannot be used for another ITB.***

Contract: Consultant Services Contract for Works

- **The Contract – Minor Works Construction Contract**
- The duration for completion of the Works - **Maximum 6 Months**

Evaluation Criteria:

- Bids shall be evaluated on the basis of the “*Lowest priced substantially compliant offer*” evaluation method.
- The Eligibility & Formal evaluation criteria, Qualification criteria and Technical evaluation of bids shall be undertaken using a “*Pass / Fail*” criterion to determine compliance with the requirements set out in the ITB.
- Those bids that fail one “pass /fail” criteria listed, will be disqualified and will be subject to no further evaluation.

Evaluation Criteria cont':

Eligibility & Formal (Preliminary) Evaluation



Qualification



Technical Evaluation



Financial Evaluation

- Only quotations that are found to be technically compliant shall proceed to financial evaluation.
- **Clarification** : UNOPS could request bidders to submit the necessary information or documentation, within a reasonable period of time, to rectify non-material non-conformities or omissions in the bid related to documentation requirements via “Check and Clarify” method.

IMPORTANT NOTIFICATION

Please be advised that UNOPS reserves the right to amend the solicitation documents at any time. Any amendments or clarifications will be directly sent to bidders who expressed interest to participate.

AWARD CRITERIA

- *The award shall be based on the “**Lowest priced substantially compliant offer**” methodology which achieves best overall value for money for UNOPS.*
- *UNOPS reserves the right to award one or more lots to one contractor or to award each lot to different contractors.*
- *UNOPS is intending to award the 5 schools to a maximum of 3 Contractors per ITB.*



Q & A