

**Annex C: Technical Proposal Form**

**HCR/IRQ/DHK/2022/RFP-06 – CONSTRUCTION OF SEPTIC TANKS AND CESSPOOLS IN GAWILAN CAMP IN BARDARASH DIRTRICT, DUHOK, IRAQ.**

**IMPORTANT:**

|  |
| --- |
| No pricing information should be included in the Technical Offer. Failure to comply may risk disqualification. The Technical Offer should contain all information required. |

|  |
| --- |
| **Construction of Septic Tanks and Cesspools in Gawilan Camp, Bardarash, District, Duhok, Iraq.** |

|  |  |
| --- | --- |
| **Name of Bidding Organization / Firm:** |  |
| **Country of Registration:** |  |
| **Name of Contact Person for this Bid:** |  |
| **Address:** |  |
| **Phone / Fax:** |  |
| **Email:** |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **The technical component of your proposal should be concisely presented and structured as indicated in the following order to include the following required documentation.**  |  |  |  |  | | --- | --- | --- | --- | | **#** | **Criteria** | **Following Technical Documents are attached in the Technical Proposal** | **YES/NO** | | 1 | Company Profile | 1. A description of your company with details of: Year founded, specify headquarters locations and other branch’s locations, staffing, description of core business, Company assets, client list etc. 2. Company registration certificate where the company is registered (local or International) |  | | 2 | Proof of Relevant Experience | Submission of at least four (04) Purchase orders / Contracts / Work Orders of Construction of Sewerage Systems only, showing value, time completed, organization or firm for which completed, contact details of the organizations etc. awarded and completed within the past **10 years**. Copies as a proof are attached. |  | | 3 | List of Past Completed Projects | Provided a list of completed projects (Sewerage Systems only) with different organizations within the past 10 Years. |  | | 4 | Key Technical Staffing Details | Provided key staffing details of Project Manager, Site Engineer, Sanitation Engineer, Mechanical Engineer, Surveyor and Supervisor (as per technical criteria). |  | | 5 | Understanding of the Project | Document containing the understanding of this project is attached |  | | 6 | Organization of the work | Organization of the work that how the project will be carried is attached |  | | 7 | Technical Quality Assurance Mechanism | Has provided the policy on technical quality control mechanism |  | | 8 | Risk & Mitigation Plan | Provided a Risk and Mitigation plan of this project |  | | 9 | Environment Impact Assessment Plan | Provided a plan for environment impact assessment under this project |  | | 10 | Operational Health & Safety Plan | Provided a policy on operational health and safety for this project |  | | 11. | Work Plan / Gantt Chart | Provided a realistic work plan / Gantt Chart with all activities mentioned. |  | |
| **B)** **Vendor Registration Form:** If your company is not already registered with UNHCR, you should complete, sign and submit with your technical proposal the Vendor Registration Form (**Annex E**). If the company is already registered with UNHCR, please mention it in the Technical Offer and provide your UNHCR vendor ID.  **C)** **UNHCR General Conditions of Contracts:** Your submission of offer will be considered as full acceptance of UNHCR’s General Conditions of Contract for Civil works and for provision of mixed goods and services (Annex F & G).  **D) UN Supplier Code of Conduct:** Your submission of offer will also be considered as full acceptance of UN Supplier’s code of conduct.  **Supporting documents issued to bidder by other organizations should be on official letterhead duly endorsed and stamped by issuing authority. Failure may result in information not considered for evaluation.**  **Declaration:**  **I confirm my intention to serve in the stated position and present availability to serve for the term of the proposed contract / frame agreement. I also understand that any willful misstatement from me may lead to my disqualification, before or during my engagement.**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signature of the Nominated Team Leader/Member: Date of Signed** |