

Stage 1: **Mandatory Pre-qualification**

#	Items	RFP Specific Requirements	Submitted (Yes/NO)
1	Mandatory Site Visit	Did the vendor send an engineer to visit the site on the said date and time and sign their company's name on the attendance sheet?? <u>(The Engineer should bring an authorization letter from the company and show their engineering union ID card)</u>	
2	Mandatory Bid Security	Has the bidder submitted a scanned copy of Bid Security of USD 1,000 by "Good for Payment Cheque/Certified Cheque" made out in the name of UNHCR covering the offer's validity (150 days)? It should be a certified cheque (not personal). <u>The cheque should indicate the RFP number and must be issued under the company name.</u> The selected company would be required to submit the original cheque.	
3	Valid Business Registration Certificate	Is the company registered as Construction Company or General Contracting company in IRAQ (Federal Government or Kurdistan Region of Iraq)? If yes, the age of the company not less than three years. <u>No Joint Venture will be accepted.</u>	
Mandatory Pre-qualification - Pass / Fail			

The Bidders must meet all the above mandatory pre-qualification criteria in order for their proposal to be considered for further evaluation.

Stage 2: **Technical Evaluation**

The percentage distribution of 60% from the total score of technical evaluation has been allocated to Technical Proposal. Maximum scores are listed in the table below. Failure to achieve a minimum score of **36 points** out of the 60 points will result in technical non-compliance and elimination from further evaluation.

Technical Evaluation Criteria:

Main Criteria	Sub-Criteria	Points
1. General Company Qualification & experience	1.1. <u>Company profile and Capability. (3 Points)</u> - The company has ISO 9001 certificate (1 Point) - List of projects shows the partner details and projects size. (1 point) -Years of experience and company age (min 10 years of experience). (1 Point).	14
	1.2. <u>Company classification (2 Points)</u> The company has a valid construction classification ID issued by the Ministry of Planning (Central Government and/or KRI) classified range between 1-5 classes. (2 Points)	

	<p>1.3. Staff qualifications, CVs with min 7 years experience, and Resources <u>(all the CVs should have proof of graduation like (Graduation certificate, syndicate ID, Union ID, .etc.))(5 Points).</u></p> <ul style="list-style-type: none"> - Project Manager (bachelor's academic degree in civil engineering) with a minimum of 10 years of experience. (2 Points). - Site Engineer (bachelor's degree in civil engineering) with a minimum of 5 years experience. (1 Point). - Electrical Engineer (bachelor's degree) with a minimum of 5 years experience (1 Point). - Surveyor (diploma in Surveying) with a minimum of 5 years of experience (1 Point). <hr/> <p>1.4. Financial Auditing report (4 Points) the latest 2 consecutive years, financial audit reports for the years (2019-2020-2021). The audit financial reports (including the Balance Sheet) must be certified by the Iraqi Association of Accountants, demonstrating a minimum cumulative turnover of USD 500,000.</p> <p>1. Current ratio (at least 1.0) (2 Points): $\frac{\text{Current Assets}}{\text{Current Liabilities}}$</p> <p>2. Debit to Equity Ratio (Should be less than 2.0) (2 Points): $\frac{\text{Total Debt}}{\text{Total Equity}}$</p> <p>- Please use Annex P to calculate these ratios</p>	
<p>2. Relevant Experiences</p>	<p>2.1 Proof of relevant experiences (5 Points) Copies of Purchase Orders (POs), contract agreements, or work orders attached <u>with proof of project completion certificate/ performance letter issued by the client (Showing value, time completed, organization or firm for which completed, contact details of the organizations) awarded and served within the past 10 years.</u> The actual copies of POs, contracts and work orders should relate to similar projects (this includes new construction, rehabilitation, and sanitation projects)</p> <ul style="list-style-type: none"> - 5 (and above) Projects = 5 Points - 4 Projects = 4 Points - 3 Projects = 3 Points - 2 Projects = 2 Points - 1 Projects = 1 Point - No project = 0 Point <p>Note: The evaluation will not consider a PO or contract with a value <u>below USD 50,000.</u></p>	<p>8</p>

	<p>2.2 Past experience with clients (3 Points)</p> <p>List of similar projects showing (project name, client name, project cost, reference contact (phone No. or email)).</p> <ul style="list-style-type: none"> - 3 or more different clients (3 Points) - 2 different clients (2 Points) - 1 client (1 Point) - No list (0 Point) <p>UNHCR will conduct a reference check per project to be considered.</p>	
<p>3. Technical Specification of Works</p>	<p>3.1 Construction & Finishing Materials (7 Points)</p> <p>Catalogues or Datasheet <u>confirming that the specification of the below items complies with the BoQ:</u></p> <ul style="list-style-type: none"> - Painting (internal & external) (1 Point) - Aluminium Windows profile (1 Point) - PVC doors (1 Point) - Decorative Metal door (1 Point) - Wooden Composite Doors (1 Point). - False ceilings (1 point) - Furniture (1 Point) 	<p>30 (Min Passing point is 20 Points)</p>
	<p>3.2 Sanitation Materials (5 Points)</p> <p>Catalogues or Datasheet <u>confirming that the specification of the below items complies with the BoQ:</u></p> <ul style="list-style-type: none"> - Western/eastern W.C (1 Point) - Water mixer and taps (1 Point) - PVC and composite PPR water Pipes (1 Point) - UV-resistant HDPE water tanks (1 Point) - PVC sewage pipes (1 Point) 	
	<p>3.3 Electrical fittings Materials (18 Points).</p> <p>Catalogues or Datasheet <u>confirming that the specification of the below items complies with the BoQ:</u></p> <ul style="list-style-type: none"> - Electrical cables and wires (2 Points) - Electrical poles (1 Point) - Led lights (2 Points) - Socket and switch plug (1 Point) - Ceiling fan (1 Point) - Exhaust Fan (1 Point) - Electrical boards components (1 Point) - Solar water heater (1 Point) - lightning arrestor (1 Point) - AC unit (1 Point) - Electric Transformer 400 KVA (3 Points) - CCTV Camera system (2 Points) - Fire alarm system (1 Point) 	

4. Work Plan & Method of Implementation	<p>4.1 Works plan (4 Points). Detailed and realistic work plan with Work Schedule/ Gantt chart showing the starting and end of each activity</p> <ul style="list-style-type: none"> - Implement realistic timelines as indicated in Annex A (SoW) and BOQ, including a Gantt Chart indicating a detailed sequence of activities = (3 Points). - Incomplete Gantt chart or no Gantt Chart or Project Schedule indicating a detailed sequence of activities= (0 Point) <p>4.2 Method of implementation (5 Points)</p> <ul style="list-style-type: none"> - The minimum equipment should comprise 1 Truck, 1 Grader, 1 Excavator, 1 Pickup, 1 Loader, 1 Compactor, and 1 Concrete Mixture Machine (2 Points). - The logistics plan includes access to the site and material delivery with the needed workforce. (1 Point) - Environmental Impact Assessment Plan. (1 Point) - Risk mitigation plan and insurance to ensure all risks are covered (1 Point). 	<p>8</p>
Total Scores		60

To pass the technical evaluation, the bidder should collect 36 points and above.

