

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 in IRAQ (Federal Government OR Kurdistan Region). <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. Company profile and Capability. (3 Points) - The company has ISO 9001 certificate (1 Point) - Years of experience and company age (min 10 years of experience). (2 Points).	14
	1.2. Company classification (2 Points) The company has a valid construction classification ID issued by the Ministry of Planning (Central Government and/or KRI) classified range between 1-3 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.))</u> (5 Points).</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)</p> <p>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. Annual or Biennium Revenues (turnover) (at least 1.0) $\frac{\text{table securities} + \text{accounts receivable}}{\text{Current liabilities}}$ (2 Points)</p> <p>2. Current ratio (at least 1.0) (1 Point): $\frac{\text{Current Assets}}{\text{Current Liabilities}}$</p> <p>3. Debit to Equity Ratio (Should be less than 2.0) (1 Point): $\frac{\text{Total Debt}}{\text{Total Equity}}$</p>	
<p>2. Relevant Experiences</p>	<p>2.1 Proof of relevant experiences (5 Points)</p> <p>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></p> <p>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) 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) 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) (2 Point) - Aluminium Windows profile (1 Point) - Decorative Metal door (2 Points) - Wooden Composite Doors (2 Points). 	<p>30 (Min Passing point is 20 Points)</p>
	<p>3.2 Sanitation Materials (5 Points) 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 W.C/ Wall Hung. (1 Point) - Water mixer and taps (1 Point) - PVC and composite PPR water Pipes (1 Point) - UV-resistant HDPE water tank 1000 litres (1 Point) - PVC sewage pipes (1 Point) 	
	<p>3.3 Electrical fittings Materials (18 Points). Catalogues or Datasheet <u>confirming that the specification of the below items complies with the BoQ:</u></p> <ul style="list-style-type: none"> - Copper cables and wires (4 X 16mm²) (4 X 25mm²) (2 Point) - Led lights 18 W, 36 W, and 72 W (1 Point) - Socket and switch plug (1 Point) - Ceiling fan (1 Point) - industrial Exhaust Fan (1 Point) - lightning arrestor (2 Point) - Electric Transformer 250 KVA (3 Point) - PV solar panel (2 Points) - inverter (1 Point) - Battreies Deep cycle (2 Point) - Fire alarm system (2 Point) 	

4. Work Plan & Method of Implementation	<p>4.1 Works plan (3 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		<p>60</p>

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