

SECTION II

EVALUATION METHOD AND CRITERIA

*Interested bidders must take into account the modifications to the document for the aforementioned process, which must be considered when preparing their offers. Consider that the words in **red** are those that have been added to the requirements and the ~~strikethroughs~~ are those that have been removed from the requirements.*

1. EVALUATION METHODS

Upon opening of PQ submissions, UNOPS shall proceed to a preliminary examination of the proposals. The preliminary examination will be conducted in accordance with the methodology detailed in subsection 2.1 below. UNOPS may reject any proposal during the preliminary examination which does not comply with the formal requirements set out in this PQ, without further consultation with the prospective bidder.

Submissions which are incomplete, frivolous, clearly not competitive, may, at UNOPS absolute discretion, be rejected or excluded from further consideration at any time during the evaluation, including after preliminary examination. A bidder may not be permitted to correct or withdraw material deviations or reservations in a proposal after the deadline for PQ Submission.

All bidders who pass the preliminary examination will be evaluated in accordance with the methodology detailed in subsection 2.2 below.

All Bidders who obtain a “Pass” in all the evaluation criteria will be pre-qualified and invited to submit a Bid for the proposed works.

UNOPS may request clarification or further information in writing from the bidders at any time during the PQ process. The prospective bidders' responses shall not contain any changes regarding the substance of their PQ.

UNOPS may use such information in interpreting and evaluating the relevant PQ but is under no obligation to take it into account.

Important note: Only documents submitted in English will be reviewed by the evaluation panel. Documents in other languages will not be considered unless accompanied by a certified translation.

2. EVALUATION CRITERIA

2.1. Preliminary Evaluation Criteria

A “pass/fail” methodology will be used within the preliminary evaluation criteria check. If a proposal fails on one of the criteria listed below it may be disqualified and will be subject to no further evaluation. However, a non-compliance with certain evaluation criteria may be rectified by the bidders prior to further evaluation of their proposal at the request of UNOPS.

The Preliminary Evaluation Criteria will be assessed as follows:

Completeness of the PQ Proposal: All documents and technical documentation requested below have been provided and are complete:

| Document assessed | Preliminary evaluation (pass/fail criteria) |
|--|--|
| Schedule 1 - <i>Proposal Form</i> | The form is filled out, signed, dated and stamped |
| Schedule 2 - <i>Bidder Details</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped. The bidder is eligible as defined in the document Section I: Instructions to Bidders, Article 4. The bidder shall be a construction company legally registered to conduct business in its country of origin. This will be verified with the constitution/legal certification. The Bidder shall present copies of the original certificates (Certificates / Registers Agency / Registry of Commerce). <p>For bids submitted by consortiums, associations, or temporary joint ventures please refer to Schedule 8: Joint Venture Partner Information Form.</p> <p>Important: Company registration in Sint Maarten will be mandatory for the construction awarded bidder.</p> |
| Schedule 3 - <i>Financial Capacity Information to be provided for the assessment</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped The financial statements are attached |
| Schedule 4 - <i>Capacity, experience in similar works and work completed</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped. Copies of contracts, purchase orders or similar documents are attached. |
| Schedule 5 - <i>Declaration</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped |
| Schedule 6 - <i>Conflict of interest</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped |
| Schedule 7 - <i>Dispute details</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped |

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|---|---|
| Schedule 8 (to be filled in only if applicable) - <i>Joint Venture Partner Information Form (if applicable)</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped Letter of Intent attached. All consortium members must submit a signed letter of intent expressing their commitment to the partnership and specifying each member's percentage of participation. Incorporation Documents attached. Incorporation documents for each member of the consortium must be provided. |
| Schedule 9 - <i>UNOPS NON-DISCLOSURE AGREEMENT</i> | <ul style="list-style-type: none"> The form is filled out, signed and stamped |

2.2. Qualification Evaluation Criteria

The following schedules will form the basis for the qualitative assessment of the prospective bidders capacity.

| PQ Evaluation Criteria | | Qualification Criteria |
|-------------------------------|--|-------------------------------|
| Schedule 3 | Financial Capacity Information to be provided for the assessment | Pass/ Fail |
| Schedule 4 | Capacity, experience in similar works and work completed | Pass/ Fail |

Schedule 3: Financial Information to be Provided for the Assessment.

For the successful completion of a project, the Bidder needs to maintain a sufficiently sound financial position to ensure it can meet its commitments under the contract and can meet its debts as and when they fall due. Assessing the Bidders financial capacity provides UNOPS with a degree of confidence that these expectations can be met. The following criterion is considered in this Pre-qualification:

- The average yearly turnover of the last three years of operations of the Bidder must be equal or greater than USD ~~100,000,000~~ **50,000,000**.

Requiring a minimum average yearly turnover over the last three years ensures that Bidders possess financial stability and capacity to handle the project. This turnover threshold serves as a tangible indicator of a Bidder's ability to meet project demands, mitigating risk and fostering stakeholder confidence in their reliability and long-term viability.

To demonstrate the compliance with the previous point, and in order for UNOPS to assess the Bidder's financial strength and stability, **the Bidder must provide audited financial**

statements of the past three years of operation and the latest audited annual financial report.

In the case of Bidders that present themselves in the form of Consortium/Associations/Temporary Joint Venture, the value of the indicators will be calculated for the Consortium as a whole. For this purpose, the value of each indicator for each member of the Consortium will be calculated first and these values will be multiplied by the percentage of participation corresponding to each member of the Consortium reported in Form A: Joint Venture Partner Information Form. These latter values will then be added together to obtain the value of the Consortium indicator.

Note to Bidders: If the currency of the financial statements is not USD, the exchange rate used for translation should be based on the UN operational exchange rate as of December 31 of the year in question.

Exchange rates are available in <http://treasury.un.org/>.

Schedule 4: Capacity, Experience in Similar Works and Work Completed.

1. Minimum of 15 years of experience as General Contractor in the construction of vertical infrastructure projects. These previous experiences must be accredited by attaching copies of contracts, purchase orders or similar documents.
2. Minimum of 10 turnkey projects completed in the last 15 years as General Contractor. Each project must have a minimum construction area of 10,000 m² of vertical infrastructure. The Bidder must provide the corresponding support documents: Signed contract and certification of completion of each of the contracts emitted by the Client or Funding Source.

For consortium, associations, or temporary joint ventures submitting bids, the qualifications of each member will be combined to assess if the consortium meets all minimum requirements.

Schedule 5: Declaration

The bidder's declaration is correctly filled out.

Schedule 6: Conflicts of Interest

Bidder shall declare any (if any) actual or potential conflicts of interest which may arise with respect to the project as between:

- UNOPS and the bidder; and
- UNOPS and any subcontractor (including consultants) proposed by the bidder

Schedule 7: Dispute Details.

Bidders shall submit a statement providing details of any current contract dispute and/or arbitral or legal proceeding involving the bidder. The statement shall include details of any dispute which has been, or is reasonably likely to be, referred to formal dispute proceedings (e.g. mediation or

arbitration) or is the subject of litigation in any court locally or overseas. This information shall be provided regardless of whether such action has been instigated by the bidder against a client or a client of the bidder against the bidder.

Schedule 8: Joint Venture Partner Information Form (if applicable)

Only applicable for vendors/applicants who are submitting the documents as Joint Venture. If the proposal is submitted as Joint Venture, along with the duly filled in Schedule 8 the following documents are required:

- **Letter of Intent attached.** All consortium members must submit a signed letter of intent expressing their commitment to the partnership and specifying each member's percentage of participation.
- **Incorporation Documents attached.** Incorporation documents for each member of the consortium must be provided.

Qualification criteria such as specific experience requirements and turnover requirement refer to all joint venture partners combined, whilst eligibility criteria are per each joint venture partner. All documents must be submitted in the name of the leading partner.

Schedule 9: UNOPS NON-DISCLOSURE AGREEMENT

Since the second step of the bidding process involves the sharing of sensitive prison information via a Secure Drive, UNOPS establishes the following requirements for the Bidders:

- The Bidder must provide UNOPS an email address that is compatible with the Google platform and with the 2-step verification Google Authenticator. The Bidders that comply with the requirements established in this Pre-Qualification will be shortlisted, and will be contacted by UNOPS to ensure that the provided email address is properly configured.
- All Bidders will be required to sign and submit the Non-Disclosure Agreement (NDA) attached to the bidding forms for this prequalification process.