

SECTION II: EVALUATION METHOD AND CRITERIA

Quotations submitted in response to this RFQ shall be evaluated on the basis of the “lowest priced, most technically acceptable” methodology, which consists of the following steps:

- 1. Preliminary screening of quotations using formal and eligibility criteria:** This includes an assessment of whether quotations comply with the formal and eligibility criteria stated in the “Formal and Eligibility Criteria” table below. All quotations substantially compliant at this stage will go through subsequent evaluation as follows.
- 2. Technical evaluation using qualification criteria:** This determines which quotations are substantially compliant to the qualification criteria stated in the “Qualification Criteria” table below, and rejects non-compliant quotations. Only quotations meeting or exceeding the qualification criteria shall be considered substantially compliant.
- 3. Technical evaluation using technical criteria:** This determines each quotation’s technical compliance with the pre-defined technical criteria as identified in the “Technical Criteria” table below. Only quotations meeting or exceeding the technical criteria shall be considered substantially compliant. The technical evaluation shall be completed prior to initiating the financial evaluation.
- 4. Financial evaluation:** Financial evaluation of the quotations shall only be conducted for the quotations that have been determined to be substantially compliant in the technical evaluation. Quotations qualifying for a financial evaluation shall be checked for any arithmetic errors following Article 28 [*Minor Informalities, Errors or Omissions*]. Schedule 4.1.A [*Bill of Quantities*] shall be used for the financial evaluation. Schedule 4.1.B [*Daywork Schedule*] will not be used for the financial evaluation but will inform the assessment of reasonableness of cost. The lowest priced quotation among the substantially compliant quotations will be selected for award. The technical advantages offered by a higher priced quotation may in certain cases justify selection of a quotation other than the lowest priced. Further, where none of the quotations fully meet the requirement specification, the most technically acceptable quotation can be selected for award.
- 5. Background check/due diligence:** After completion of the evaluation but prior to the award, UNOPS shall conduct background checks/due diligence on the bidder recommended for award, to confirm that the bidder meets the criteria set forth in this RFQ or as appropriate to the nature of the procurement process. UNOPS may reject a bidder’s quotation on the basis of the findings. Bidders shall permit UNOPS representatives to access their facilities at any reasonable time to inspect the bidder’s premises, equipment, Plant or Materials.

At any time during the evaluation process, UNOPS may request clarification or further information in writing from bidders. The bidder’s responses shall not contain any changes regarding the substance, including the technical and financial part of their quotation. UNOPS may use such information to interpret and evaluate the relevant quotation.

UNOPS evaluation of a quotation shall take into account the evaluation criteria described in the following tables.

1. FORMAL AND ELIGIBILITY CRITERIA

Criteria evaluated on a pass/fail basis during the preliminary screening	Documents to establish compliance with the criteria
<p>1. The bidder, including each member of the Joint Venture, consortium, or association and/or Subcontractor (as applicable), is eligible as defined in Section I: Instructions to Bidders, Article 4 [<i>Bidder Eligibility</i>].</p>	<ul style="list-style-type: none"> Schedule 0.1 [<i>Quotation Submission Declaration</i>] Schedule 0.2 [<i>Bidder's Information</i>] Schedule 0.3 [<i>Joint Venture Partner Information</i>], all documents as required in the Schedule, in the event that the quotation is submitted by a Joint Venture. Not Required Schedule 0.12 [<i>Self-disclosure</i>] UNGM supplier ineligibility lists
<p>2. The quotation is complete, i.e., all documents and technical documentation requested in Section I: Instructions to Bidders, Article 11 [<i>Content of Quotation Submissions</i>] have been provided and are complete.</p>	<ul style="list-style-type: none"> All documentation as requested under Section I: Instructions to Bidders, Article 11 [<i>Content of Quotation Submissions</i>]
<p>3. The bidder accepts conditions of the Contract as specified in Section III: Conditions of Contract.</p>	<ul style="list-style-type: none"> Schedule 0.1 [<i>Quotation Submission Declaration</i>]
<p>4. A bid security is provided.</p>	<ul style="list-style-type: none"> Schedule 0.8 [<i>Form for Bid Security</i>] - Not Required
<p>5. [Insert additional criteria]</p>	<ul style="list-style-type: none"> [Insert documentation required]
<p>6. [Insert additional criteria]</p>	<ul style="list-style-type: none"> [Insert documentation required]

2. QUALIFICATION CRITERIA

Criteria evaluated on a pass/fail basis during the technical evaluation

Documents to establish compliance with the criteria

1. Financial capability

The bidder has sufficient liquidity, demonstrated by the ratio of “average current assets / current liabilities” over the last [three (3)] years which must be equal to or greater than one (1) or the bidder has access to a line of credit or bank overdraft or other financial means to meet a working capital/cash flow requirement of [ETB 4 Million currency] (should the bidder be selected).

- Copy of audited financial statements for the last [three (3)] years
- A letter from a financial institution/bank confirming access to a line of credit or other financial means

2. Financial capability

The bidder has an annual turnover of minimum [ETB 20 Million] in any one of the last [three (3)] years.

- Copy of audited financial statements for the last [three (3)] years

3. The bidder has experience successfully delivering similar [two(2)] construction works contracts during the last [three (3)] years prior to quotation opening.

Similar Contracts;

- Similarity in the nature of the works;
- Projects with a minimum value of ETB 20 million, and
- bidder's involvement as a prime contractor

- Schedule 0.4 [Capacity and Experience]
- Schedule 0.7 [Performance Statement]

4. The bidder has the registration under the category/grade ranging from Grade one (1) to Grade five (5) Building or general contractor in the body that governs and regulates the construction industry in the Country.

- Certification of registration

5. Multiple contracts

Bidders with two ongoing contracts with UNOPS are not eligible to participate in this bid.

- [Insert documentation required]

6. [Insert additional criteria]

- [Insert documentation required]

7. [Insert additional criteria]

- [Insert documentation required]

3. TECHNICAL CRITERIA

Criteria evaluated on a pass/fail basis during the technical evaluation

To be substantially compliant, bidders must meet all the minimum requirements/criteria and score 'pass' against each of the criteria.

Documents to establish compliance with the criteria

In Section VI: Returnable Schedules:

- All schedules under Schedule 4 [*Contract Schedules from the Bidder*]
- Schedule 0.5 [*Format for Resume of Proposed Key Personnel*]
- [At the initial bidding stage, suppliers are not required to submit CVs, educational credentials, or work experience certificates. They are only required to confirm that they will propose pertinent discipline personnel credentials that align with UNOPS requirements. The supplier recommended for award must provide details of key personnel who meet the specified qualifications within five calendar days of receiving notification of potential selection and award. This must be done after the completion of the evaluation and before submitting the request for award of contract, using the clarification tool in eSourcing.]

Parts of the Technical Quotation Evaluation: Number and description		Obtainable rating
1.	Bidder's capacity and expertise	Pass/Fail
2.	Proposed methodology, approach and implementation plan	Pass/Fail
3.	Key personnel proposed	Pass/Fail
4.	Key equipment proposed	Pass/Fail
5.	Oral presentations	Pass/Fail

Part 1: Bidder's capacity and expertise

No.	Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)
1.1	The bidder has the general organizational capability that can support effective implementation: management structure.	<ul style="list-style-type: none"> • Schedule 4.5 [<i>Organizational Structure</i>]

1.2	<p>The bidder has relevant specialized knowledge and experience on similar works done in the region or country. Bidders must submit documentary evidence demonstrating the company's readiness for rapid deployment or familiarity with the intervention area. This may include similar work previously completed in Central Ethiopia Regional State (CERS).</p>	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>] • Bidder registration in the woreda • Past experience in the mentioned Region <ul style="list-style-type: none"> - the bidder should provide contracts, Completion certificates or Final handover document
1.3	<p>The bidder has the capacity to undertake the scope of Works in addition to its current workload.</p>	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>]

Part 2: Proposed methodology, approach and implementation plan

No.	Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)
2.1	The quotation (in particular, the detail of the Works) is substantially compliant and does not contain any material deviation(s) from the minimum requirements as stipulated in Section V: Requirements , which indicates the bidder's understanding of these requirements.	<ul style="list-style-type: none"> • All schedules under Schedule 4 [<i>Contract Schedules from the Bidder</i>] in Section VI: Returnable Schedules
2.2	The preliminary Programme is substantially compliant and does not contain any material deviation(s) from the requirements as stipulated in Section V: Requirements . The bidder's preliminary preliminary Programme and outline statement of proposed methods demonstrate the bidder's capacity to plan and programme the Works within timelines four (4) months that are consistent with industry practices, the Project requirements and proposed methodology.	<ul style="list-style-type: none"> • Schedule 4.2 [<i>Programme</i>] • Schedule 4.3 [<i>Method Statement</i>]
2.3	The quotation satisfactorily demonstrates that the requirements for insurance will be met, either through demonstrating that the bidder's insurances comply with the requirements of the RFQ(if any), or by providing a confirmation letter that the bidder will effect the required insurances as specified under Schedule 3.11 [<i>Insurance Requirements</i>], if selected.	<ul style="list-style-type: none"> • Schedule 4.9 [<i>Insurance Details and Insurances</i>] • Confirmation letter (or draft policy) from an insurer stating that the required insurance policies will be provided to the bidder, if selected.
2.4	The quotation satisfactorily demonstrates that the health, safety, social and environmental (HSSE) requirements in relation to the Works will be consistently met.	<ul style="list-style-type: none"> • Schedule 4.3 [<i>Method Statement</i>]
2.5	The bidders may subcontract up to a maximum of 40% of the total work. Any proposed subcontractors and suppliers must be identified and assigned appropriate quantities of work. Additionally, they must demonstrate the capacity to undertake the assigned tasks and be located in appropriate locations. Bidders wishing to subcontract part of the work must submit the name of the subcontractor in the returnable schedule, along with competency testimonials verifying their qualifications.	<ul style="list-style-type: none"> • Schedule 4.6 [<i>Subcontractors</i>]
2.6	The bidder's proposed sources of naturally occurring materials are from a responsible and appropriate location, and the materials comply with the standards stipulated in the RFQ.	<ul style="list-style-type: none"> • Schedule 4.8 [<i>Sources of Naturally Occurring Materials</i>]
2.7	The preliminary Programme and method statement details how the different work elements shall be organized, controlled and delivered based on the quality management system proposed by the bidder.	<ul style="list-style-type: none"> • Schedule 4.2 [<i>Programme</i>] • Schedule 4.3 [<i>Method Statement</i>]

Part 3: Key personnel proposed

No.	Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)
3.1	The composition and structure of the team proposed is appropriate and the proposed roles of the management and the team of Key Personnel is suitable for the provision of the necessary Works.	<ul style="list-style-type: none"> • Schedule 4.4 [<i>Key Personnel</i>] • Schedule 4.5 [<i>Organizational Structure</i>]
3.2	<p>The qualifications and experience of Key Personnel proposed meet the established requirements.</p> <ul style="list-style-type: none"> • One Project Manager • One Site Engineer • One office Engineer • One Senior Surveyor • One HSSE Specialist • One General Forman 	<ul style="list-style-type: none"> • Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>] • Schedule 4.4 [<i>Key Personnel</i>]

Part 4: Key equipment proposed

No.	Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)
4.1	<p>The proposed equipment meets the established requirements in Schedule 3.10 [<i>Equipment and Machinery Requirements</i>] and demonstrates the capacity of the bidder to undertake the work.</p> <ul style="list-style-type: none"> • Concrete mixers (350 liter) - 2 • Dump Truck-14 m3 Capacity –1 • 4WD Pickup (5 seats) - 1 • Plate compactor, minimum plate size 400mmX 400mm and weight of min.50kg - 2 • Concrete vibrator: Hose size of 38mm - 2 • 5000 ltr water tanker - 2 • Diesel Generator Minimum size of 10 KVA - 1 • Welding machine - 2; • Scaffolding - 100m2 	<ul style="list-style-type: none"> • Schedule 4.7 [<i>Contractor's Equipment and Machinery</i>]

Part 5: Oral presentations

No. Criteria evaluated on a pass/fail basis during the technical evaluation

Oral presentation:

All bidders who presented substantially compliant quotations in evaluation parts [insert Part numbers, e.g., 1, 2, 3 and 4] [select one: will be/may be] required to make an oral presentation either in person or remotely, at the discretion of UNOPS. Information from the oral presentation will also be used as part of the technical evaluation process. UNOPS reserves the right to incorporate elements from oral presentations in the final contract. The oral presentation will not encompass price quotations.

Oral presentation ground rules:

The selected bidders as specified above must make an oral presentation to the UNOPS evaluation team and participate in a question and answer session. The purpose of the oral presentation and question and answer session is to validate the information provided by the bidder in their quotation and to test the bidder's understanding of the work that will be performed as per the requirements under the prospective Contract, which will be a factor in the overall technical evaluation of the quotations. UNOPS may, moreover, request a demonstration of the tools and/or systems offered, as relevant. Each bidder will be allowed [] minutes to make their oral presentation.

5.1

Oral presentations will begin approximately [] weeks after the receipt of quotations. UNOPS will determine the date and time for each bidder's oral presentation. The UNOPS procurement official will notify bidders of the scheduled date and time, as well as the agenda for their presentation within [] weeks of the receipt of quotations. At its sole discretion, UNOPS reserves the right to reschedule any bidder's presentation. Should they be invited, bidders must confirm their availability for that date.

The presentation must be made by one or more of the personnel whom the bidder will employ to manage or supervise the contract performance. A senior executive from the bidder must be present and must, at a minimum, answer questions directed to them during the question and answer session. Bidders may not use consultants to make the oral presentation. The bidder should be prepared to answer detailed technical questions from UNOPS.

During the presentation, interaction between the evaluation team and the bidder will be limited. The UNOPS procurement official will chair the meeting and ensure compliance with the ground rules. UNOPS will not inform bidders of their strengths, deficiencies or weaknesses during the presentation, and UNOPS will not engage in bargaining during the presentations. The presentation does not constitute discussions or negotiations with bidders.

UNOPS reserves the right to make video or audio recordings of oral presentations for its own internal use. These will not be released or made public, except where required by law.

SECTION III: CONDITIONS OF CONTRACT

INSTRUMENT OF AGREEMENT

- [Construction Contract for Small Works: Instrument of Agreement](#)

GENERAL CONDITIONS OF CONTRACT

- [Construction Contract for Small Works: General Conditions of Contract](#)

PARTICULAR CONDITIONS OF CONTRACT

Part 1: Amended Clauses

The General Conditions are amended in the following manner (if nothing is stated, then no amended conditions apply):

No.	Clause/Sub-Clause No. and Title	Amended General Condition
1		
2		
3		
4		
5		

Part 2: Additional Clauses

The General Conditions are supplemented by the inclusion of the following additional conditions (if nothing is stated, then no additional conditions apply):

No.	Clause/Sub-Clause No. and Title	Additional General Condition
1	10.1 Contract Price and Valuation of Work	(e) The contractor has to declare value added tax (VAT) to the authorised government offices within a month after receipt of each interim payment as stated in sub-Clause 10.1 (d) and provide the relevant declaration evidence for UNOPS. If the contractor fails to declare and provide the evidence, UNOPS will deduct an equivalent amount from the contractor's succeeding payment in accordance with sub clause 10.4 (b)(i) general condition of contract.
2	4.2 performance security	(f) For this particular project, the currency of the RFQ is USD. Bidders recommended for the award need to have a USD bank account to be paid in USD. In case a bidder fails to avail a USD account, the agreed contract

	<p>price shall be changed to ETB at the UN exchange rate at the time of the contract signing, and interim & final payments shall be made at the same rate throughout the contract duration.</p> <p>(g) The required performance bank guarantee bond for bidders to be paid in USD or ETB needs to be in USD or ETB, respectively. The bank performance guarantee prepared in ETB is not accepted for the USD currency contract. In case UNOPS activates a compensation claim against the bank on the USD bank guarantees (if the bidder fails to deliver its obligation), the compensation shall be calculated based on the bank rate at the time of the claim.</p>
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SECTION IV: SCHEDULE OF DETAILS

SCHEDULE 1: CONTRACT DETAILS

1.1 Details Provided by the Employer

[To select an option, put an X over the relevant blank box]

Sub-Clause No.	Description	Details
1.1	Construction of Oxygen Plant House and Trench Work for Medical Gas Pipeline (Worabe Comprehensive Specialized Hospital, Ethiopia)	Construction of Oxygen Plant House Trench Work for Medical Gas Pipeline
1.3	Employer's address for communication	<p>Name: Worknesh Mekonnen Gonet</p> <p>Position title: Director, Multi Country Office(Ethiopia, Sudan, South Sudan and Djibouti) and UNOPS Representative to the AU</p> <p>Address: Zambezi Build.; 5th Floor; West Wing; UNECA Compound; Ethiopia Operational Hub, Addis Ababa, Ethiopia Phone:: +251 115 181960 EXT: 1960 P.O. Box/ZIP: 60197</p> <p>Email address: Workneshg@unops.org</p> <p>Telephone/Mobile number: Phone:: +251 115 181960 EXT: 1960 </p>
1.3	Agreed system of electronic transmission	<p><input type="checkbox"/> Email:</p> <p><input type="checkbox"/> If others, specify:</p>
3.1	Employer's Representative	<p>Name: Fikre Zewide</p> <p>Position title: Portfolio Manager</p> <p>Address: UNOPS Branch Office, Bete Berhan building 1st floor , Addis Ababa , Ethiopia</p> <p>Email address: fikred@unops.org</p> <p>Telephone/Mobile number: +251912506853</p>
4.2	Performance Security amount	5 % of the Contract Price
4.2	Currency of the Performance Security	USD or ETB based on the bank status of the bidder

4.2	Permitted guarantors for Performance Security	<input type="checkbox"/> Bank or financial institutions approved by the Employer <input checked="" type="checkbox"/> Bank approved by the Employer
6.1	Commencement Date	14 days after contract signing
6.2	Time for Completion	For whole of the Works: 4 months/ 122 days For Sections: Section 1: 4 months/ 122 Calendar days
6.5	Delay Damages	For Whole of the Works: <input type="checkbox"/> Amount per day: USD <input checked="" type="checkbox"/> 0.1 % of the Contract Price per day For Sections: Section 1: <input type="checkbox"/> Amount per day: USD <input type="checkbox"/> % of the value of the Section per day Section 2: <input type="checkbox"/> Amount per day: USD <input type="checkbox"/> % of the value of the Section per day Section 3: <input type="checkbox"/> Amount per day: USD <input type="checkbox"/> % of the value of the Section per day
6.5	Aggregate maximum amount of Delay Damages	% of the Contract Price
8.1	Defects Notification Period (DNP)	12 months
8.4	Latent Defect Period	Years
10.2	Advance payment amount	<input type="checkbox"/> % of the Contract Price <input type="checkbox"/> USD <input checked="" type="checkbox"/> Not applicable
10.2	Permitted guarantors for advance payment	<input type="checkbox"/> Bank or financial institutions approved by the Employer <input checked="" type="checkbox"/> Bank approved by the Employer
10.2	Period of repayment of advance payment	<input type="checkbox"/> months <input type="checkbox"/> Interim Payment Certificates (IPCs)
10.3	Retention Money to be deducted from the Interim Payment Certificate (IPC)	5 % of the relevant value of the Works completed

10.3	Limit of Retention Money	<input type="checkbox"/> <input type="text" value=""/> USD <input checked="" type="checkbox"/> 5 % of Contract Price
10.3	Rate of advance payment deductions	<input type="text" value="0"/> % of the relevant value of the Works completed
10.5	Retention Money to be released at taking over of Works or Sections	<input type="text" value="50"/> % of the Retention Money deducted for the value of the Section or whole of the Works, as applicable
10.10	Currencies of payment	Currency 1: USD Currency 2: ETB (For the bidders who can not qualify to be paid in USD directly , payment will be effected in equivalent amounts of ETB according to United Nation Operational Exchange Rate (UNORE) on the date of signing of contract.)
10.10	Proportions of currencies for payment	Currency 1: 100% Currency 2: <input type="text" value=""/> %
10.10	Rate of exchange	In case it is required to apply, the rate of exchange will be in according to the united nation operational exchange rate(UNORE) for the corresponding Month UN Prevailing Exchange Rate
10.11	Annual rate of financing charges for delayed payment	0.1 %

SCHEDULE 2: PROJECT SPECIFIC INFORMATION

2.1 Project Details

(Brief description of the project including title, location and background and any other relevant details for which the Works are being executed)

COVID-19 is a very recent global pandemic that has significantly challenged health systems of nations, exacerbating the need for more robust health facilities and services. While cases of novel corona virus were detected in China in December 2019, the first case in Ethiopia was reported on March 13, 2020, by the Ethiopian Federal Ministry of Health. Besides its significant impacts on health systems in many countries, the pandemic has caused devastating economic social disruptions. Inevitably, it has caused significant disruptions in health service delivery particularly in resource-limited countries.

As a result, provision of quality health service in general and COVID related medical service in particular draw the attention of major stakeholders in the health sector. To this effect, establishment of integrated Medical Gas Plants and the corresponding piping systems in selected hospitals is believed to play a significant role mainly in managing respiratory related diseases in Ethiopia.

Thus, considering the need for establishment of Medical Gas Plants, the Ethiopian MoH engaged UNOPS to undertake procurement, installation, testing, commissioning, training and preventive maintenance of PSA Oxygen Plants, Medical Air Compressor, Medical Vacuum Plant, Manifold System and piping with the construction of the plant house in selected hospitals across the country.

Worabe Comprehensive Specialized Hospital Plant House

Project Name: Procurement and installation of oxygen plant: *Plant house construction*

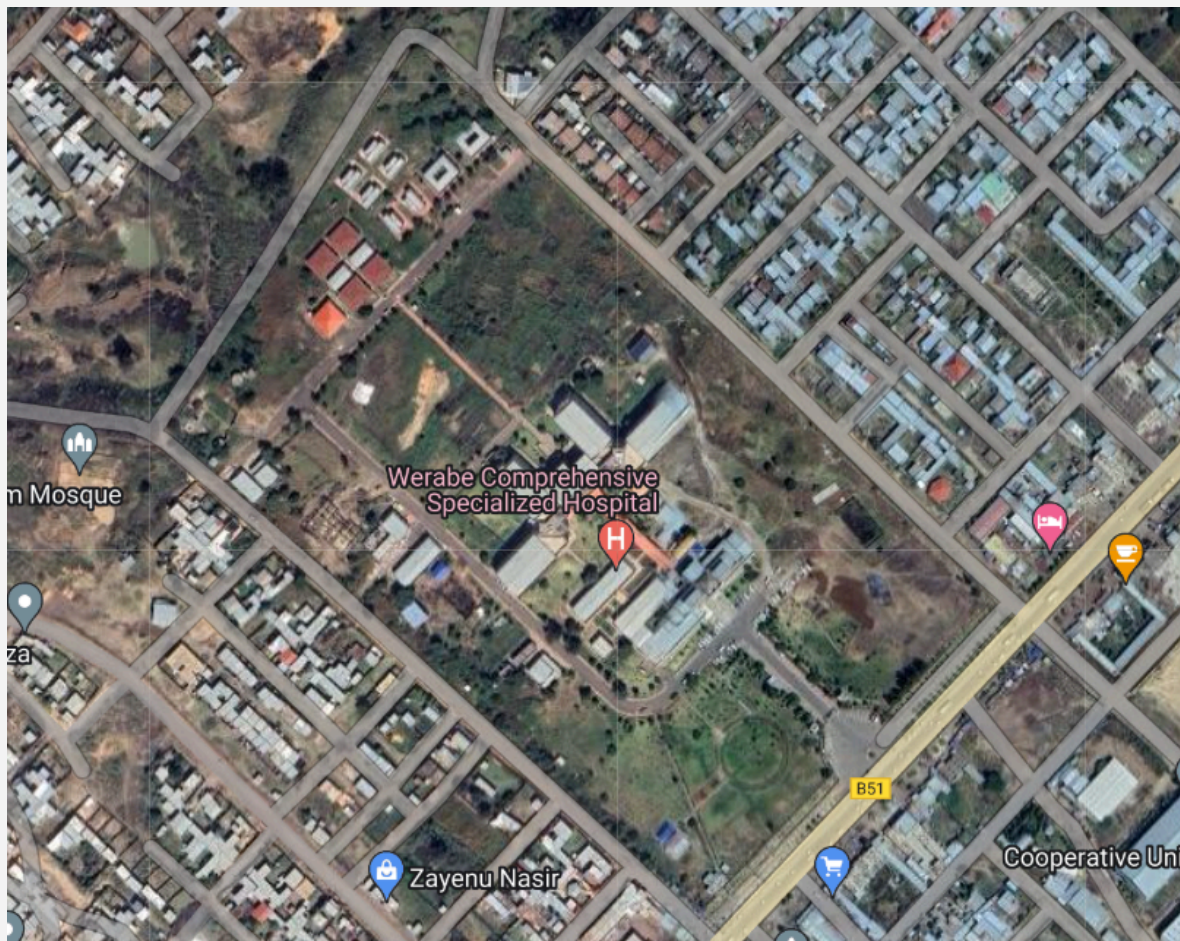
Geographical Location: Worabe is located approximately 172 km south of Addis Ababa, at an elevation of 2,100 meters above sea level. Worabe Comprehensive Specialized Hospital is located at 7°50'08.9"N 38°10'51.4"E.

Description of Works-The project is construction of an oxygen plant house. The work includes architectural, structural, electrical, and mechanical works all as shown on the drawings and bill of quantities attached with this tender document.

2.2 Site Plan

1. General description of location and boundaries including the GPS coordinates:

Worabe Comprehensive Specialized Hospital is a hospital in Silite zone, CERS region, Ethiopia at 7°50'08.9"N 38°10'51.4"E. The Hospital is surrounded by commercial and residential buildings. The access road to the Hospital from Worabe town is asphalt road. There are Educational Services, Government Offices, Residential Houses and Commercial Services etc... at the vicinity of the Hospital to serve the community.



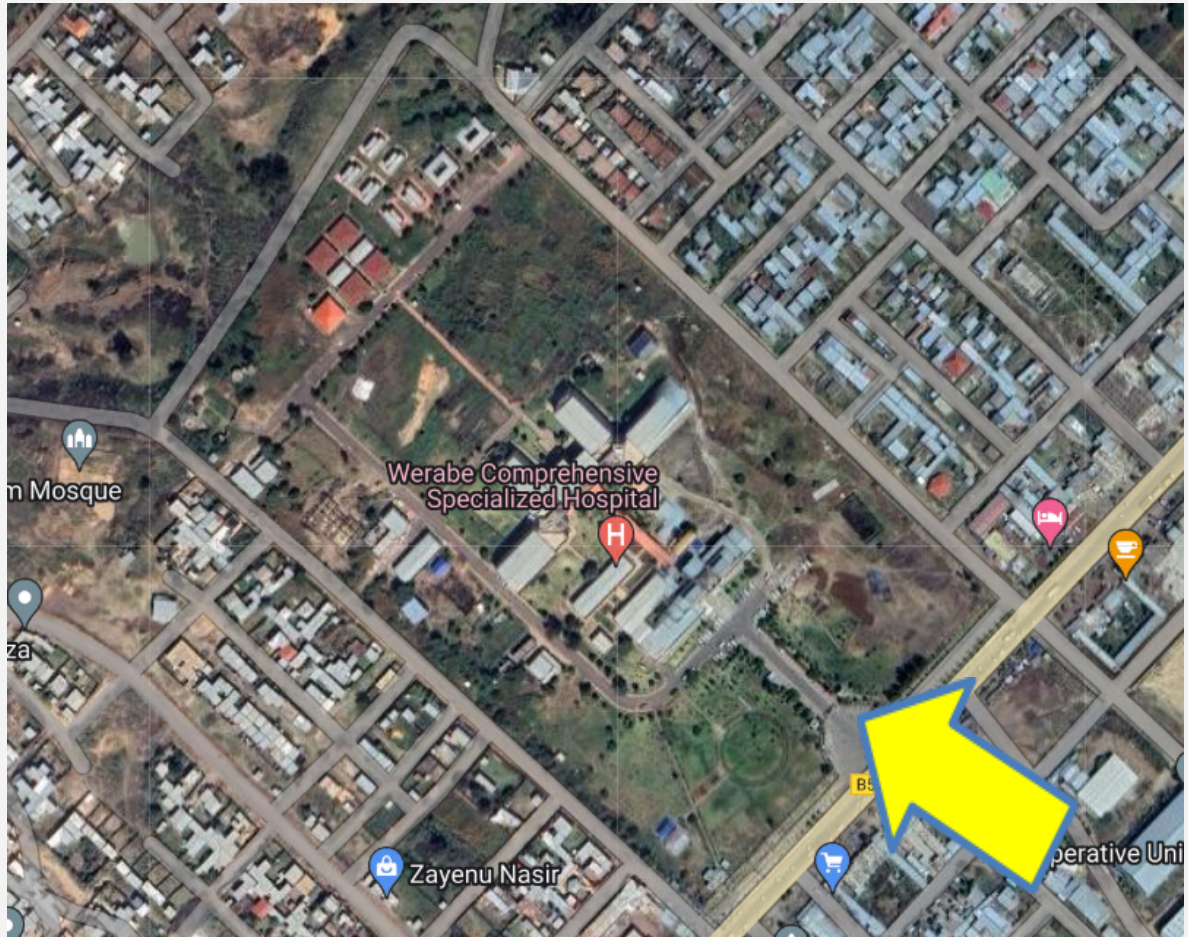
Worabe Comprehensive Specialized Hospital (Google Earth Map)

2. General description of the parts of the Site that will be provided access to and the times of access (in accordance with Sub-Clause 2.1 of the General Conditions):

The contractor will be given access to the hospital premises for the duration of the contract. This includes the site and the designated working spaces. Access will be arranged through discussions with the hospital management.

3. Description of access routes, access timing and any access restrictions:

- The access road to the Hospital from Worabe town is asphalt road.



4. Description of other surrounding sites and any related interface issues:

N/A

5. Description of approved location for the Contractor's¹ Site facilities including storage, accommodation, work areas and likewise and where Plant and Materials should be delivered and stored (in accordance with Sub-Clause 1.1 of the General Conditions):

The Contractor shall furnish relevant site facilities and submit the site arrangement plan to the Site Supervisor for approval. The site facilities may include, but are not limited to, the Contractor's site offices, material storage, temporary latrines, and designated working areas.

¹ For the purposes of this RFQ, when the term "Contractor" is used, it refers to the bidder. The Schedules, submitted by the bidder whose bid is accepted after evaluation and who is awarded the Contract, will be included in the Contract.

6. Description of Site arrangements that is to be provided for the Employer's use:

N/A

7. Description of disposal areas (within the Site or outside the Site in accordance with Sub-Clause 4.17 of the General Conditions):

The contractor should arrange disposal areas at least 1.0km away from the project site to cartaway surplus materials and waste.

8. Description of any Site security requirements (in accordance with Sub-Clause 4.14 of the General Conditions):

The Contractor is required to keep the site safe and secured in line with HSSE Requirements. An exhaustive HSSE plan needs to be developed and submitted by the Contractor. Among others, the HSSE requirements will include:

1. Temporary fence around the construction site;
2. Build temporary guard house at the entrance of the site;
3. Construction of proper site drainage to keep the site safe from flooding and incidental flooding;
4. Post HSSE signage at the entrance.
5. Emergency preparedness
6. Minimize disruptions

9. Any other Site details:

The project will be implemented in an existing medical facility which is actively providing medical and related services for the community. As the construction is to be undertaken within the hospital compound, the contractor is expected to produce a methodology of implementing the project without disrupting the normal operations of the hospital.

SCHEDULE 5: FORMS

5.1 Form for Advance Payment Security

ADVANCE PAYMENT SECURITY (NOT APPLICABLE)

[On the letterhead of the institution issuing the security]

Date: ____/____/____

Advance Payment Security Number: [#####]

To: UNOPS
[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the “**Contractor**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain works and services (hereinafter called the “**Works**”) to be undertaken by the Contractor (hereinafter called the “**Contract**”).

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an Advance Payment Security. At the request of the Contractor, we irrevocably and unconditionally notwithstanding any objection which may be made by the Contractor and without any right of set-off or counterclaim, undertake with you that whenever you give written notice we agree to pay you on demand immediately any sum or sums not exceeding in total an amount of [insert amount(s) in words (and figures) with the relevant currency], (hereinafter called the “**Guaranteed Sum**”) upon receipt by us of your first demand in writing declaring that the supplier is in breach of its obligation under the Contract with respect to the advance payment. It is a condition for any claim and payment under this guarantee to be made, that the advance payment referred to above must have been received by the Contractor.

This Guarantee for Advance Payment (hereinafter called the “**Guarantee**”) is valid and will continue to be valid from the date of this letter and until the Guaranteed Sum has been recovered by you. The Guaranteed Sum shall reduce automatically proportionally to the part of the advance payment you have recovered according to the terms and conditions for the advance payment. This Guarantee will automatically expire upon us receiving from you certification that the Guaranteed Sum has been fully repaid by the Contractor.

Any payment by us to you in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations. Additionally, our obligations do not require any previous notice to be given to the Contractor and do not require that any claim be made against the Contractor. Further, our obligations will not be discharged and will not be otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Contractor;
- amendment, modification or extension which may be made to the Contract or the Works performed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Contractor; or
- other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this security may be exchanged or surrendered without in any way impairing or affecting our abilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out of or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which the [insert name of the institution issuing the guarantee] has duly executed this Guarantee on the date stated above.

SIGNED by

Name:

Title:

Institution:

Date:

Signature:

Name of witness (block letters):

Occupation of witness:

Address of witness:

Signature of witness:

ADDRESS FOR NOTICES [insert address]

5.2 Form for Performance Security

PERFORMANCE SECURITY

[On the letterhead of the institution issuing the security]

Date: ____/____/____

Performance Security Number: [#####]

To: UNOPS
[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the “**Contractor**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain works and services (hereinafter called the “**Works**”) to be undertaken by the Contractor (hereinafter called the “**Contract**”).

We, irrevocably and unconditionally, undertake with you that whenever you give written notice to us stating that in your sole and absolute judgment the Contractor has failed to observe or perform any of the terms, conditions or provisions of the Contract on its part to be observed or performed, we will, notwithstanding any objection which may be made by the Contractor and without any right of set-off or counterclaim, immediately pay to you or as you may direct such an amount as you may in such notice require not exceeding the sum of [insert amount equivalent to 5 to 10 per cent of the Contract Price in words (and figures) with the relevant currency] (hereinafter called the “**Guaranteed Sum**”).

This Performance Security (hereinafter called the “**Guarantee**”) is valid and will continue to be valid and enforceable from the date of this letter for the Guaranteed Sum until the issue of the Final Completion Certificate. The Guaranteed Sum may reduce to [insert amount equivalent to 2.5 to 5] per cent of the Contract Price upon the issue of the Taking-Over Certificate for the whole of the Works. This Guarantee will automatically expire on the issue of the Final Completion Certificate or, if a dispute arises under the Contract, after the final determination of that dispute, whichever occurs later. Promptly after expiration of the Guarantee, UNOPS shall return the Guarantee to the Contractor.

Any payment by us in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations, do not require any previous notice to or claim against the Contractor and will not be discharged or otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Contractor;
- amendment, modification or extension which may be made to the Contract or the Works executed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Contractor; or
- other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this Guarantee may be exchanged or surrendered without in any way impairing or affecting our liabilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase or decrease.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out of or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which then [insert name of the institution issuing the Guarantee] has duly executed this Guarantee on the date stated above.

SIGNED by

Name:

Title:

Institution:

Date:

Signature:

Name of witness (block letters):

Occupation of witness:

Address of witness:

Signature of witness:

ADDRESS FOR NOTICES [insert address]

5.3 Form of Discharge

FORM OF DISCHARGE

[on the Contractor's letterhead]

Date: ____ / ____ / ____

To: UNOPS
[insert address of the Employer]

Dear _____,

[insert Contract title]
[insert Contract Number]
[insert Project Title]

Reference is made to Sub-Clause 10.8 [*Discharge*] of the Contract.

The Contractor has submitted its Final Statement under Sub-Clause 10.7 [*Final Statement*] of the General Conditions, and warrants that it has submitted all claims for full and final settlement of all moneys due to the Contractor under or in connection with the Contract in relation to all works and services performed in connection with the Contract. The total of the Statement is subject to any payment that may become due in respect of any dispute proceedings or arbitration which is in progress.

The Contractor releases the Employer from all claims, actions, suits and demands which it presently has or which might in the future arise out of or in connection with the Contract or the works and services performed in connection with the Contract.

This Discharge shall become effective after the Contractor has received:

- (i) full payment of the amount certified in the Final Payment Certificate; and
- (ii) the Performance Guarantee.

The Contractor acknowledges that the Employer will make the Final Payment pursuant to Sub-Clause 10.9 [*Final Payment Certificate*] of the Contract and that such payment will be made in reliance on the warranties and releases contained in this Discharge.

This Discharge is executed by an official representative duly authorized to bind the Contractor.

Yours sincerely,

Contractor's Representative

Name: _____
Title: _____
Address: _____
Date: _____
Signature: _____

SECTION V: REQUIREMENTS

SCHEDULE 3: REQUIREMENTS OF THE EMPLOYER

3.1 Scope of Works

1. Demolition:

N/A

2. New construction:

Worabe Comprehensive Specialized Hospital Plant House

Project Milestones			
Implementation	Start Date	End Date	Duration
Plant house Construction Including Electrical and sanitary works	April 1, 2025	May 31, 2025	61 Days
Medical pipes Trench work	May 15, 2025	July 15, 2025	61 Days
Machine Foundation work	July 1, 2025	July 31,2025	31 Days

3. Renovation:

N/A

4. Design:

N/A

5. Supply of Plant and Materials:

N/A

3.2 Specifications

3.2.A List of the technical specifications

(General and particular Specifications including testing/sampling details/performance based standards)

The construction of the school will include the following works:

a) Mobilization

- Site preparations, sign board, site safety and security works;

b) Civil Works

- **Earthwork:** Setting out of the building structures and external facilities, site clearing and excavation, backfill with selected material (95% Proctor) and cart away as directed by the site supervisor;
- **Foundation work:** Reinforced Concrete Isolated footings for the plant house
- **Concrete Floor:** Reinforced concrete floor for the buildings on top of well compacted fill material and crushed stone hardcore;
- **Concrete structural Frame:** Reinforced concrete for ground beams, vertical columns, and top tie beams of C20/25 concrete grade and high strength reinforcement bars;
- **Block work:** 200mm Thick hollow concrete block walling plastered and painted to the schedule external walls and 200mm thick for internal partition walls of Class-B type
- **Door and window frames:** supply and fix still grill gate metal door and windows stainless steel louver blades affixed to punched RHS supports.
- **Concrete Roof Structure:** Install a flat roof; apply waterproofing and a cement screed.

List of Technical Specification provided:

- Technical Specifications A - Structural
- Technical Specifications B- Electrical
- Technical Specifications C- Sanitary system
- Technical Specifications D- Portable fire extinguishers

3.2.B Requirements for Contractor's² design

1. The background and purpose for the design:

N/A

2. Comprehensive and explicit scope of the Contractor's design:

N/A

3. Any pertinent details and technical information:

N/A

4. The standards, codes and regulatory requirements the Contractor shall use and comply with in the performance of its obligations under the Contract, for the design:

N/A

² For the purposes of this RFQ, when the term "Contractor" is used, it refers to the bidder. The Schedules, submitted by the bidder whose bid is selected after evaluation and who is awarded the Contract, will be included in the Contract.

5. Key responsibility and liability matrix for the Contractor's design:

N/A

6. Health, safety, social and environmental (HSSE) requirements related to the Contractor's design (if any):

N/A

7. Quality Management System related to the Contractor's design:

N/A

8. The list of all deliverables and/or the Contractor's Documents related to the design:

N/A

- 9. Specific tools required such as software to be used to develop the design and the format of presentation of the Contractor's Documents:**

N/A

- 10. Information on the design approval process (UNOPS and any other as required):**

N/A

3.2.C Quality Management System requirements

(Description of Quality Management System requirements in accordance with Sub-Clause 4.10 of the General Conditions)

Quality management ensures that project activities and outputs meet or exceed the agreed expectations of partners, beneficiaries and other key stakeholders, both internal and external. Quality management in UNOPS projects focuses on the fitness for purpose of project outputs, at a minimum. In practical terms, this means that both project activities and outputs meet or exceed the agreed expectations of funding sources, partners and other project stakeholders. However, to be a truly successful project, a project must not only deliver on time, on scope and within budget, it must also meet a number of additional project success criteria which provide a more holistic definition of quality.

The failure to properly manage quality within a project results in increased risks to successful project delivery according to time, cost, scope and quality requirements. This may also lead to a significant reputational risk to the organization and its partners.

In line with the above, the Contractor shall prepare and implement and shall ensure that any Subcontractors and Nominated Subcontractors implement a QMS to demonstrate compliance with the requirements of the Contract. The QMS shall be specifically prepared for the Works and submitted to the Employer's Representative within fourteen(14) days after the Commencement Date.

3.2.D Health, safety, social and environment requirements

(Description of health, safety, social and environment requirements in accordance with Sub-Clause 4.9 of the General Conditions. At a minimum, these requirements must include the UNOPS [minimum health and safety requirements](#) and the [minimum social and environmental requirements](#) for Contractors.)

The management of Health, Safety, Social and Environment at UNOPS ensures that international standards and best practices on Occupational Health, Safety, Social and Environmental management are maintained for all our projects. HSSE management for UNOPS projects enhances the monitoring and control of project risks, thereby avoiding any legal or reputational risks that may have time and financial implications. The UNOPS HSSE management system contributes to the fulfilment of UNOPS moral obligations, promotes continuous improvement in UNOPS climate footprint on the ground where UNOPS projects are implemented, and as well aligning with the UN system wide mandate. The attached UNOPS Minimum HSSE requirements for Contractors details the HSSE management activities at a project site and gives guidelines on the approaches and methodologies to be considered by the contractor. also supports us in fulfilling our moral obligation initiatives while doing so.

Within fourteen (14) days of the Commencement Date and before commencing any construction activities on the Site, the Contractor shall submit to the Employer's Representative a detailed Health and Safety and the Social and Environmental Management Plans which have been specifically prepared for the Works, the Site and other places (if any) where the Contractor intends to execute the Works. Thereafter, whenever the Plans are updated or revised, a copy shall promptly be submitted to the Employer's Representative.

3.2.E Sustainability requirements

(Description of sustainability requirements if any)

N/A

3.2.F Employer-Supplied Materials, Employer's Equipment and Employer's Facilities

(Details of facilities, equipment, materials and other resources provided by the Employer in accordance with Sub-Clause 2.3 of the General Conditions)

	No.	Description of the Item	Unit
Facilities	1	N/A	
	2		
	3		
	4		
	5		
Equipment	1	N/A	
	2		
	3		
	4		
	5		
Materials	1	N/A	
	2		
	3		
	4		
	5		

3.2.G Training requirements

(Details of trainings to be provided by the Contractor in accordance with Sub-Clause 4.1 of the General Conditions)

For entire project team including UNOPS and the Contractor

Training Topic 1

- **Description:** HSSE Induction and Capacity Building
- **Details of trainees:**
- **Training duration/dates:** Entire duration of project implementation
- **Trainer requirements:**
- **Training facilities:**
- **Training materials:**

For entire project team including UNOPS and the Contractor

Training Topic 2

- **Description:** Construction supervision and quality management
- **Details of trainees:**
- **Training duration/dates:** Entire duration of project implementation
- **Trainer requirements:**
- **Training facilities:**
- **Training materials:**

3.2.H As-built drawings, spare parts and operation and maintenance manuals

(Description of requirements and details such as formats and presentation, timelines, review and approval process of as-built drawings, spare parts and operation and maintenance manuals to be provided by the Contractor in accordance with Sub-Clause 4.1 of the General Conditions)

Upon Taking over of the project, the Contractor shall provide as built drawings for the following:

- Architectural Drawings;
- Structural Drawings;
- Electrical Drawings and Sanitary Drawings.

3.3 Drawings

(List of Drawings and the link to the Drawings)

Worabe Comprehensive Specialized Hospital Plant House

A. Architectural Drawings

DRAWING INDEX

DRAWING NO	OXYGEN PRODUCTION PLANT	DESCRIPTION	REVISION
AR 01/07		FLOOR PLAN AND SECTION A-A	
AR 02/07		ROOF PLAN AND NOTE	
AR 03/07		FLOOR PLAN @+2.9m	
AR 04/07		ELEVATIONS	
AR 05/07		WALL & FLOOR FINISH DETAILS	
AR 06/07		WORABE HOSPITAL SITE PLAN	
AR 07/07		TRENCH DETAIL	

B. Structural Drawings

DRAWING INDEX

DRAWING NO		DESCRIPTION
ST 01/06	OXYGEN PRODUCTION PLANT	STRUCTURAL NOTES
ST 02/06		FOOTING AND COLUMN LAY OUT
ST 03/06		GROUND FLOOR SLAB REINFORCEMENT , BEAM AND COLUMN LAYOUT
ST 04/06		ROOF SLAB REINFORCEMENT PLAN
ST 05/06		BEAM DETAILS
ST 06/06		FOOTING , COLUMN AND MASONRY DETAILS

C, Sanitary Works

DRAWING INDEX

DRAWING NO		DESCRIPTION
SN 01/02	OXYGEN PRODUCTION PLANT	GROUND FLOOR SANITARY LAYOUT
SN 02/02		ROOF RAIN WATER DRAINAGE PLAN AND DETAILS

D, Electrical Works

DRAWING INDEX

DRAWING NO		DESCRIPTION
EL 01/04	OXYGEN PRODUCTION PLANT	Lighting
EL 02/04		Small Power and Ventilation
EL 03/04		Equipment Power Distribution and Earthing Detail
EL 04/04		-Fire Alarm System -Data system

E, Fire Fighting

DRAWING INDEX

DRAWING NO		DESCRIPTION
FF 01/01	OXYGEN PRODUCTION PLANT	FIRE FIGHTING AND EVACUATION PLAN

3.4 Valuation and Payment

[To select an option, put an **X** over the relevant blank box]

Sub-Clause No.	Description	Details
9.3	Provisional Sums items	1. <input type="text"/> : <input type="text"/> USD 2. <input type="text"/> : <input type="text"/> USD 3. <input type="text"/> : <input type="text"/> USD
10.1	Method of valuation	<input type="checkbox"/> Lump sum only <input type="checkbox"/> Measure and pay only <input checked="" type="checkbox"/> Combination of measure and pay and lump sum
10.1	Installments or Schedule of Payments (in the case of lump sum payments)	1. <input type="text"/> % of the Contract Price 2. <input type="text"/> % of the Contract Price 3. <input type="text"/> % of the Contract Price
10.3	Timing for submission of Statements	<u>On monthly basis</u>
10.3	Requirements for the submission of Statements	<u>Prices and/or rates set out in the BoQs</u>
10.3	Payment for Plant and/or Materials delivered to Site	<u>60</u> % of substantiated value of Plant and/or Materials
10.3	Plant and Materials listed for payment when delivered to Site	1. <u>Steel</u> 2. <u>Cement</u> 3. <u>Electrical Fixtures</u> 4. <u>Sanitary Fixtures</u> 5. <u>Fire Fighting Fixtures</u>
10.3	Plant and Materials listed for payment when shipped to the Country	1. <u>N/A</u> 2. <input type="text"/> 3. <input type="text"/>

3.5 Programme Requirements

(Description of the requirements associated with the Programme in accordance with Sub-Clause 6.3 of the General Conditions)

The successful bidder will be expected to submit a contract programme in accordance with Sub-Clause 7.2.

The Contract Programme must be in such form and detail as the Employer's Representative requires and must contain as a minimum:

- (a) The order in which the Contractor proposes to carry out the Works;
- (b) The time limits within which submission of any Contractor's documents are required under the Contract.

The Contract Programme must be prepared in sufficient detail to ensure the adequate planning, execution and monitoring of the Works. The networked activities must be detailed enough to provide a meaningful measurement tool for progress of works.

The Contract Programme must be resource loaded and include material, plant and labour. The labour resource assignment must be further broken down to clearly identify types (trade and/or discipline) and number of resources allocated to an activity.

The Contract Programme must be accompanied by and/or detail:

ative that describes the inclusions and assumptions made in preparing the Contract

- (b) A general description of the arrangements and methods which the Contractor proposes to adopt for carrying out the Works;
- (c) The critical path for the Works and a complete critical path analysis for the execution of the Works which must show clearly the links between activities and the float times available within the Contract Programme and the earliest start/earliest finish and latest start/latest finish times for each and every activity;
- (d) The Preliminary Programme may be prepared in MS Excel or MS Project. The Outline Statement of Proposed methods demonstrates the Bidder's capacity to identify the core or sensitive components required to complete the works within the required quality expectations and indicates the approach that the Bidder intends to use in order to execute those components.
- (e) Details, and durations on Site, of the resources proposed to achieve the Contract Programme;
- (f) A manpower (resource) histogram detailing cumulative and monthly volumes by trade for the duration of the Works;
- (g) A detailed cash flow estimate, in quarterly periods, of all payments to which the Contractor may be entitled under the Contract;

A schedule of all submittals and material procurement activities, including time for

submittals, re-submittals and reviews and time for any fabrication and delivery of manufactured products and samples. The interdependence of design, procurement and construction activities must be included in this schedule.

3.6 Nominated Subcontractors

(Details of Nominated Subcontractors in accordance with Sub-Clause 4.4 of the General Conditions)

No.	Description of Works or Services to be Subcontracted	Name of Nominated Subcontractor
1		
2		
3		
4		
5		

3.7 Reporting Requirements

(List of Reporting requirements in accordance with Sub-Clause 4.1 of the General Conditions)

Monthly, Quarterly and Final Report with the following minimum information:

- a. Executive Summary of construction activities during the month;
- b. Background information of the construction work;
- c. Detail work executed during the month;
- d. Resource supply: Materials, workmen, equipment and tools;
- e. Quality supervision and procedures made in the execution of the works;
- f. Approvals made to construction resources on the basis of submittals, mock ups, tests, certificates, and product catalogues etc...
- g. Any changes, work orders and variations issued;
- h. Any challenges and/or compensation events or unforeseeable obstructions;
- i. Any defectives works identified during supervision and proposal for rectifications;
- j. Detail work Plan for the next month as distinguished by weekly plans;
- k. Pictures of the works at each stage

3.8 Employer's Delegations

No.	Clause/ Sub-Clause No. and title	Delegated duties and authorities	Designation	Remark
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

3.9 Key Personnel Requirements

(Details of Key Personnel requirements in accordance with Sub-Clause 4.5 of the General Conditions)

No.	Position description/Title	Required qualification	Area of experience required	Years of relevant experience required
1	Project Manager – (1)	A Master's degree in Civil Engineering, Construction Management or Project Management. or A Bachelor's degree with an additional 2 years of relevant work experience (a total of 9 years' experience) may be accepted in lieu of the education requirements outlined above.	Experience, related to the project requirements, in civil engineering, construction management, construction project supervision is required. • At least 3 years of experience in project management and supervision in areas outside Addis Ababa is an asset. Language Requirements: • Fluency in written and oral English is required • Knowledge of local language is an asset	At least 7 years of experience and at least 3 years in project management.
2	Site Engineer- (1)	A Bachelor's Degree in Civil Engineering or Construction Management. or A combination of Diploma Certificate with additional 2 years of relevant work experience (6 years in total) may be accepted in lieu of the education requirements outlined above.	Experience, related to the project requirements, in civil engineering, construction management, construction project supervision is required. • At least 1 year of experience in project management and supervision in areas outside of Addis Ababa is an asset	At least 4 years of experience At least 1 year of experience in project management and supervision in areas outside of Addis Ababa is an asset
3	Office Engineer- (1)	Bachelor's Degree in construction management. with additional 5 years of relevant work experience	Experience in office engineering having experience in project coordination with technical knowledge	At least 5 years of experience, At least 7 years with Bachelor's Degree in Electrical Engineering

4	Senior Surveyor - (1)	Diploma in surveying and topographic Map	Experience, related to the project requirements, in setting out works, surveying and development of topographic map;	At least 5 years
5	Health Safety Social and Environmental (HSSE) Officer - (1)	<p>A Bachelor's Degree in engineering or construction management with relevant trainings (Certifications) or experience in safety and health related field may be accepted with a minimum of 3 years work experience,</p> <p>A combination of Diploma or Certificate with 5 years of relevant work experience may be accepted in lieu of a bachelors degree</p>	<p>HSSE training and conducting site tool box talks</p> <p>First Aid administration</p> <p>Conducting Emergency Drills</p> <p>Skilled in risk assessment and hazard identification</p>	<p>At least 3 Years with BSC degree</p> <p>At least 5 years with diploma certificate</p>
6	General Forman- (1)		Experience in civil infrastructure construction	At least 7 years

3.10 Equipment and Machinery Requirements

(Details of equipment and machinery to be provided by the Contractor in accordance with Sub-Clause 4.7 of the General Conditions)

No.	Description of item (Equipment or Machinery)	Units	Remarks
1	Concrete mixers (350 liter)	2	Commitment to avail the Equipment and Machinery required attached when submitting
2	Dump Truck-14 m3 Capacity	1	" " "
3	4WD Pickup (5 seats)	1	" " "
4	Plate compactor, minimum plate size 400mmX 400mm and weight of min.50kg	2	" " "
5	Concrete vibrator: Hose size of 38mm	2	" " "
6	5000 ltr water tanker	2	" " "
7	Diesel Generator Minimum size of 10 KVA	1	" " "
8	Welding machine;	2	" " "
9	Scaffolding	100m2	" " "

3.11 Insurance Requirements

(Details in accordance with Sub-Clause 15.1 of the General Conditions)

Insurances	Additional details on scope of cover	Validity period	Limit of liability
Construction all risk insurance for Works, Plants and Materials	Details in accordance with Sub-Clause 15.1 of the General Conditions	Completion, termination or expiry of the Contract.	
Public liability insurance	Details in accordance with Sub-Clause 15.1 of the General Conditions	Completion, termination or expiry of the Contract.	
Workers' compensation insurance	Details in accordance with Sub-Clause 15.1 of the General Conditions	Completion, termination or expiry of the Contract.	
Insurances required by Laws and by local practice	Not Applicable		
Any other insurances	Not Applicable		
Professional indemnity insurance (if applicable)	Not Applicable		