

Request for Quotation (RFQ) for Services

Topographic Survey

RFQ Ref:UNOPS/SDN/ B5312-01/RFQ/01/2017

Invitation letter

Dear Sir/Madam,

Subject: Request for Quotations for Conducting: TOPOGRAPHICAL SURVEY – TAWILA DAM REHABILITATION, TAWILA, NORTH DARFUR RFQ Case No.: B5312-01/RFQ/01/2017

The United Nations Office for Project Services (hereinafter referred to as UNOPS) is pleased to invite prospective bidders to submit a quotation for the provision of services in accordance with the UNOPS General Conditions of Contract and the Schedule of Requirements as set out in this Request for Quotation (RFQ).

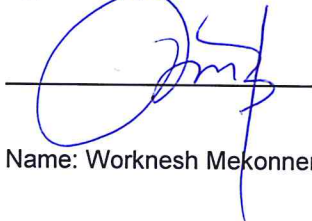
The RFQ consists of the following:

- This RFQ Invitation Letter
- Section I: RFQ Particulars
- Section II: Instructions to Bidders
- Section III: Schedule of Requirements
- Section IV: Returnable Bidding Forms
 - o Form A: Quotation Submission Form
 - o Form B: Price Schedule Form
 - o Form C: Previous Experience Form
 - o Form D: Key Personnel Form/ Assigned Experts
 - o Form E: Method Statements
 - o Form F: General Requirements: Company Profile including business license and relevant registration certificates from authorized body.

If you are interested in submitting a quotation in response to this RFQ, please prepare your quotation in accordance with the requirements and process as set out in this RFQ and submit it to UNOPS by the deadline for quotation submission set out in the Section I: RFQ Particulars.

We look forward to receiving your quotation.

Approved by:

A handwritten signature in blue ink, appearing to be 'W. Mekonnen', is written over a horizontal line.

Name: Worknesh Mekonnen

Title: Director, AFR, ETOH, Ethiopia

Date: 30/10/2017

Section I: RFQ Particulars

Scope of Quotation	This RFQ refers to the provision of services for Conducting TOPOGRAPHICAL SURVEY – TAWILA DAM REHABILITATION, NORTH DARFUR as further described in Section III: Schedule of Requirements.
Contact person for correspondence, notifications and requests for clarifications	<p>All correspondence, notifications and requests for clarifications in relation to this RFQ shall be sent to:</p> <p>Nasreddin Abdella Procurement Officer Email address: nasreddina@unops.org</p> <p>United Nations Office for Project Services (UNOPS)</p> <p>UNOPS Ethiopia Operational Hub, Sudan Office PETRONAS SUDAN Complex, No. 13, Block 7, Nile Avenue, East Wing, Ground floor- South</p> <p>ATTENTION: Quotations shall not be submitted to the above address but to the address for quotation submission as set out below.</p>
Clarifications	<p>Requests for clarification from bidders will not be accepted by any later than 5 November 2017.</p> <p>Responses to requests for clarification will be communicated: on the UNOPS website: https://www.unops.org/english/Opportunities/suppliers/Pages/Business-opportunities</p>
Quotation validity period	Quotations shall remain valid for acceptance by UNOPS for 30 days from the Deadline for Quotation Submission.
Quotation Currencies	Quotations shall be quoted in United States Dollar (USD)
Duties and Taxes	All quotations shall be submitted net of any direct taxes.
Language of quotations	All quotations, information, documents and correspondence exchanged between UNOPS and the Bidders in relation to this RFQ process shall be in English.
Deadline for Quotation Submission	All quotations must be submitted by 12:00PM, Sudan Time on 7 November 2017
Quotation submission	<p>Quotations must be submitted as follows:</p> <p>Hand-delivered to: UNOPS Ethiopia Operational Hub, Sudan Office PETRONAS SUDAN Complex, No. 13, Block 7, Nile Avenue, East Wing, Ground floor- South</p> <p>Alternatively by email to the following email address:</p> <p>eth_procurement@unops.org</p>

Evaluation method and criteria	<p>Quotations shall be evaluated following PASS/FAIL method to determine the most acceptable price, most technically acceptable offer. Evaluation shall be conducted as follows:</p> <ol style="list-style-type: none"> 1. Preliminary Examination. The following eligibility and formal criteria will be reviewed for compliance: <ul style="list-style-type: none"> • Bidder is eligible as defined in Instructions to Bidders, Article 3 • Completeness of the Quotation. All Returnable Bidding Forms and other documentation requested have been provided and are complete • Bidder accepts UNOPS General Conditions of Contract 2. Qualifications of the Bidder will be assessed as per below qualification criteria on PASS/FAIL system: <ul style="list-style-type: none"> • Bidder should be in continuous business of supplying similar services for the last 3 years. • Minimum experience of (3) similar services in the last 3 years / 36 months; • Business Licence for the current year 3. Key personnel will have the following minimum requirements: <ul style="list-style-type: none"> • A minimum of one Registered/Certified Surveyor having not less than 5 years of experience in field survey and preparation of survey plans, AutoCAD drawings & documentation of water related infrastructure projects including a minimum of 2-years' experience in Total Station or similar equipment • A minimum of 2 Survey Assistants, who can effectively carry out surveying and levelling 4. Technical compliance of the offered services. The bidder's method statements will be reviewed towards the following technical criteria on PASS/FAIL method for compliance compared to UNOPS requirements: <ul style="list-style-type: none"> • Services offered in the quotation are compliant compared to the requirements in Section III: Schedule of Requirements. • Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? • Description of the Offeror's approach and methodology for meeting or exceeding the requirements of the Terms of Reference. • Financial evaluation. Quotations that are found to be technically acceptable shall be evaluated based on price and UNOPS will award the contract as per the most acceptable price, most technically acceptable offer evaluation methodology. <p>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 in interpreting and evaluating the relevant quotation.</p>
Partial quotations	<p>Partial quotations shall not be allowed. Bidders must quote prices for the total services as identified for the total requirement requested under Section III: Schedule of Requirements. Evaluation will be done for the total requirement.</p>

Documents comprising the Quotation	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> • Form A: Quotation Submission Form • Form B: Price Schedule Form • Form C: Previous Experience Form • Form D: Key Personnel Form/ Assigned Experts • Form E: Method Statements • Form F: General Requirements -Company Profile including business license and relevant registration certificates from authorized body.
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Type of Contract to be awarded	UNOPS will sign the following contract with the awarded Bidder(s): Consultant Service Contract for Works
General Conditions of Contract	<p>In the event of an order, the following conditions of contract will apply:</p> <p>UNOPS Conditions of Services for Contracts</p> <p>The conditions are available at:</p> <p>http://www.unops.org/english/Opportunities/suppliers/how-we-procure/Pages/default.aspx</p>
Signing of Contract	UNOPS plans to award the Contract by 13 th November, 2017
UNGM registration	<p>Any Contract resulting from this RFQ exercise will be subject to the supplier registration on United Nations Global Marketplace (UNGM) website. Vendors can register their company by accessing the website at www.ungm.org.</p> <p>The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to Contract signature</p>

Section II: Instructions to Bidders

1. SCOPE OF QUOTATION

Bidders are invited to submit a quotation for the services specified in Section III: Schedule of Requirements, in accordance with this RFQ.

2. INTERPRETATION OF THE RFQ

This RFQ is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights.

This RFQ is conducted in accordance with the applicable provisions of UNOPS Procurement Manual (latest version of which can be accessed at: <https://www.unops.org/english/Opportunities/suppliers/how-we-procure/Pages/default.aspx>) and other relevant Organisational Directives and Administrative Instructions that are referred to in the Procurement Manual. In case of contradictions between this RFQ and the UNOPS Procurement Manual, the UNOPS Procurement Manual shall prevail.

3. BIDDER ELIGIBILITY

Bidders may be a private, public or government-owned legal entity or any association with legal capacity to enter into a binding Contract with UNOPS.

A Bidder shall not be eligible to submit a quotation if and when at the time of quotation submission, the Bidder:

- i. is included in the Ineligibility List, hosted by [UNGM](#), that aggregates information disclosed by UNOPS ([UNOPS Ineligibility List](#)) and other Agencies, Funds or Programs of the UN System;
- ii. is included in UN/PD's suspended and removed vendors list;
- iii. is included in the [Consolidated United Nations Security Council Sanctions List](#), including the [UN Security Council Resolution 1267/1989 list](#);
- iv. is included in the [World Bank Corporate Procurement Listing of Non-Responsible Vendors](#) and [World Bank Listing of Ineligible Firms and Individuals](#).

All Bidders are expected to embrace the principles of the [United Nations Supplier Code of Conduct](#), given that it originates from the core values of the Charter of the United Nations. UNOPS also expects all its suppliers to adhere to the principles of the [United Nations Global Compact](#).

4. CLARIFICATION OF THE RFQ

Bidders may request clarification in relation to the RFQ by submitting a written request to the contact stated in the **Section I: RFQ Particulars**, until the time stated in **Section I: RFQ Particulars**. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.

5. REMUNERATION FOR AND COSTS OF QUOTATIONS

Bidders shall not be entitled to any remuneration or compensation for the preparation and submission of their quotation.

6. QUOTATION CURRENCY(IES)

The quotation shall be made in the currencies stated in **Section I: RFQ Particulars**. If applicable, for comparison and evaluation purposes, UNOPS will convert the quotations into USD at the official United Nations rate of exchange in force at the time of the deadline for quotation Submission.

UNOPS reserves the right to reject any quotation submitted in a currency other than the mandatory bidding currencies. UNOPS may accept quotations submitted in another currency than stated above if the Bidder confirms during clarification of quotations in writing that it will accept a Contract issued in the mandatory quotation currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in Section I: RFQ Particulars shall apply. Regardless of the currency of quotations received, the Contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

Rates in quotations shall be fixed. Quotations with adjustable rates shall be disqualified.

7. DUTIES AND TAXES

Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNOPS as a subsidiary organ, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in **Section I: RFQ Particulars**.

8. PAYMENT TERMS

UNOPS will ordinarily effect payment within 30 days after receipt of the goods/services and on submission of payment documentation. Time in connection with discounts offered for accelerated payment will be computed from the date of receipt of payment documents by UNOPS. Payment discounts will not be considered in the financial evaluation.

9. PUBLICATION OF CONTRACT AWARD

UNOPS shall publish in its website (<https://data.unops.org>) information regarding the purchase order(s) awarded as a result of this RFQ.

10. ETHICS AND PROSCRIBED PRACTICES

UNOPS requires that all Bidders observe the highest standard of ethics during the entire RFQ process, as well as the duration of any Contract that may be signed as a result of this process. Therefore, all Bidders shall represent and warrant that they:

- (i) have not unduly obtained, or attempted to unduly obtain, any confidential information in connection with the RFQ process and any Contract that may be signed as a result of this RFQ process;
- (ii) have no conflict of interest that would prevent them from entering into a Contract with UNOPS, and shall have no interest in other parties involved in this RFQ process or in the project underlying this RFQ process;
- (iii) have not engaged, or attempted to engage, in any Proscribed Practices in connection with this RFQ process or the Contract that may be awarded as a result of this RFQ process. For the purposes of this provision, Proscribed Practices are defined in the [UNOPS Vendor Sanctions Procedures](#), and include: corrupt practice, fraudulent practice, coercive practice, collusive practice, unethical practice and obstruction.

11. AUDIT

UNOPS may conduct investigations relating to any aspect of the Contract award at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract. The Contractor shall provide its full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Contractor's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to UNOPS access to the Contractor's premises at reasonable times and on reasonable conditions in connection with such access to the Contractor's personnel and relevant documentation. The Contractor shall require its agents, including, but not limited to, the Contractor's attorneys, accountants or other advisers, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by UNOPS hereunder

12. BID PROTEST

Any Bidder that believes to have been unjustly treated in connection with this RFQ process or any Contract that may be awarded as a result of such RFQ process may submit a complaint to UNOPS' General Counsel. More information about bid protests can be found on UNOPS' website at www.unops.org.

Section III: Schedule of Requirements

1 UNOPS Terms of Reference

Diminishing Conflict through Early Recovery Water Supply Program - Funded by USAID

TERMS OF REFERENCE FOR TOPOGRAPHICAL SURVEY – TAWILA DAM, TAWILA, EL FASHER, NORTH DARFUR

PROJECT SUMMARY

UNOPS is seeking to engage a professional firm to provide Engineering Services for a Topographical Elevation Survey in Tawila, North Darfur. The areas to be surveyed includes the following:

- Reservoir Area = 9.0 square kilometers of lower resolution survey
- Embankments Area = 0.9 square kilometers of higher resolution survey
- Southern Channel Area = 8 kilometer length of cross-sectional elevation surveys every 100m
- Sediment Trap Survey Areas = 1.1 and 0.4 square kilometers of lower resolution survey

1 BACKGROUND

UNOPS is engaged in the design and implementation of the infrastructure component of an IWRM (Integrated Water Resources Management) project to rehabilitate Tawila Dam in North Darfur, which is funded by USAID (United States Agency for International Development) under the DCERWSP (Diminishing Conflict through Early Recovery Water Supply Program).

The initial objectives of the dam were to (i) provide surface water storage for the surrounding farmers, (ii) groundwater recharge and (iii) protection of the downstream towns from natural flood.

Tawila Dam is located about 70 km west of North Darfur capital El Fasher town (See Drawing 1); it was constructed in 1954 by the State Water Corporation. A key feature of the dam is an earthen embankment (1.8km long) across the wadi, with two spillway structures.

The dam has had a number of previous failures and modifications throughout its history. Most recently works were completed to raise the embankment and reconstruct the secondary spillway in May 2014. Subsequently a failure occurred adjacent to the secondary spillway, and the dam no longer retains water. The main project objective is to conduct technical surveys at Tawila Dam site, to allow detail design for rehabilitation of embankment and spillways.

2 SCOPE OF WORK

The main objective of this task is to undertake a detailed topological assessment of the Tawila Dam and its surrounding area.

The specific objectives of this task include but are not limited to the following:

- a) Establish permanent benchmarks at the site;
- b) To undertake topographic elevation surveys across the defined survey areas;
- c) Establish the detailed dimensions and elevations of the constructed spillways;
- d) Survey the crest level and cross sections along the embankment;
- e) Record the location of any structures within the survey areas;
- f) Record locations and dimensions of any constructed wells or collapsed wells;

2.1 GENERAL

- a) The coordinate system for data to present shall be WGS 1984 UTM Zone 35N.
- b) The contractor shall arrange vehicles for the transportation of equipment and personnel. Also it is the contractor's responsibility to arrange office space and any other logistical facilities.
- c) The contractor is required to work closely with the UNOPS Site Representative to identify the Structures and wells which should be included as part of the survey.
- d) UNOPS shall not supplement any equipment or human resources or facilities to carry out any of the tasks describe under this scope of works.

2.2 AREA TO BE SURVEYED

The area to be surveyed shall include the following (Refer to Drawings 2 and 6):

- a) **Reservoir Area** – 9.0 square kilometers of elevation spot survey on 20m grid, including:
 - The area upstream of the dam shall be surveyed up to 2m above the crest level of the existing dam;
 - Additional elevation points at breaks of slope;
 - Record locations and dimensions of any constructed wells or collapsed wells;
- b) **Embankment Area** – 0.9 square kilometers of elevation spot survey on 10m grid, including:
 - Elevation cross sections of the embankment every 50m, including the crest, break of slopes, and up to 20m away from the toe of the embankment slopes;
 - Establish the detailed dimensions and elevations of the constructed spillways;
 - Record locations and dimensions of any constructed wells or collapsed wells;
- c) **Southern Channel Area** – Cross sectional elevation surveys across the southern wadi channel every 100m. Survey points along the cross sections shall be 20m spacing and at breaks of slope. The Southern Wadi Channel is approximately 8km in length.
- d) **Sediment Trap Survey Areas** – 1.1 and 0.4 square kilometers of elevation spot survey on 20m grid and at breaks of slope.
- e) All the survey data shall be combined into one digital elevation model (DEM) which will be used to generate the required contours for the reservoir area at 0.5 m intervals and subsequently generate volume-height-surface area curves for each of the respective dams

2.3 PERMENANT BENCHMARKS (Drawing 7)

- a) The contractor shall construct Permanent Bench Marks (PBM) at the site in accordance with Drawing 7. The presence of existing benchmarks are not known. The locations for PBMs shall be agreed with the UNOPS Site Representative in such a manner that no two PBM are more than 2km apart.
- b) The following minimum number of PBMs shall be constructed for each survey area:
 - Reservoir Survey Area = Five (5)
 - Southern Channel Survey Area = Four (4)
 - Sediment Trap Survey Areas = Five (5)
- c) Above ground marking of PBMs shall be with marker posts or paint on solid structures, in agreement with the UNOPS Site Representative.
- d) The zero datum benchmark for reporting shall be agreed with the UNOPS Site Representative.
- e) The contractor shall produce a drawing showing designated number of PBMs and TBMs, with accurate co-ordinate and elevation, and numbering sequence.

2.4 SURVEY OF STRUCTURES

- a) **Embankment Area** - The Concrete Spillway Structures shall be surveyed in detail to include:
 - elevations along the crest of all exposed structures
 - dimensions of all exposed concrete structures
 - dimensions of associated structures such as rock protection.
- b) Detailed drawings shall be produced showing the structures in plan, and a minimum of 2 cross-sections for each structure.

2.5 ACCURACY REQUIRED FOR TOPOGRAPHIC SURVEY

- a) The relative accuracy of natural features less than 300 m apart shall not exceed $\pm 10\text{mm}$.
- b) The relative accuracy of man-made structures shall not exceed $\pm 10\text{mm}$ within survey areas.
- c) The contractor shall carry out an error analysis after establishing benchmarks at each survey area to confirm the accuracy requirements of this specification have been met. An initial report shall be given to UNOPS within the first week of survey.
- d) On completion of the fieldwork and adjustment, a control report shall be prepared detailing the methods used and checks applied, any problems encountered and demonstrating that the results achieved are in compliance with this Specification.

3 DELIVERABLES

The selected contractor shall be required to produce following deliverables:

- a) Key plan shall be prepared to a scale of 1:25,000 showing location of detailed plan sheets.
- b) Detailed plans shall be prepared at a scale of 1:5000, including spot locations and 0.5m contours.
- c) Longitudinal sections shall be drawn to the scales of 1:1000 (horizontal) and 1:200 (vertical).
- d) Locations and levels of Bench Marks shall be indicated. A separate Table shall be provided indicating all TBMs along the route and their respective locations.
- e) A digital elevation model (DEM) should be produced. For the purposes of this survey a 1m x 1m DEM product would suffice on the basis of which 0.5m contour points would be produced.
- f) Produce and handover to UNOPS a soft copy of all drawings in Auto CAD and Adobe pdf format.
- g) Produce and hand over to UNOPS a soft copy of the field data collected during surveying in excel format with proper description.
- h) A Control Report, which shall include:
 - Details of the methods used and checks applied
 - Any problems encountered and demonstrating that the results achieved are in compliance with this Specification
 - Table of Permanent and Temporary Benchmark details and locations
 - Annex tables of raw data

4 SCHEDULE

The proposed survey works including final submissions of drawings shall be completed within Six (6) weeks from the date of award of the contract.

5 QUALITY ASSURANCE

All key outputs/deliverables including designs, reports including inception / draft / final will be subjected to review/appraisal at various levels by the client as appropriate.

6 PRE-REQUISITES

The selected contractor shall satisfy following minimum requirements in order to be part of the pre-qualified list.

- a) Selected contractor shall have a minimum of one Registered/Certified Surveyor having not less than 5 years of experience in field survey and preparation of survey plans, AutoCAD drawings & documentation of water related infrastructure projects including a minimum of 2-years' experience in Total Station or similar equipment
- b) The contractor shall have minimum of 2 Survey Assistants, who can effectively carry out surveying and levelling
- c) The contractor shall be competent to deploy Survey Labourers /Helpers/Chain-person as those required by the work to enable timely completion of the work
- d) The candidate should present all the licenses and renewals needed for these services.

The equipment and facilities required for the proposed works shall include but may not be limited to the following:

- Automatic Levelling Equipment Set and/or Dumpy Level set
- Theodolite with 20 seconds accuracy and/or total station set with accessories
- Levelling Staff – minimum of 2 total
- Ranging Rods
- GPS surveying equipment, distance measuring equipment, tape measures etc as required for the task

7 METHOD OF SELECTION OF THE CONTRACTOR

The contract is awarded to the lowest price bid from the technically qualified bidders complying with criteria.

8 PAYMENTS

The payments to the selected bidder will be made as per the following schedule.

- 20% of total Contract Amount on confirmed mobilization to site.
- 20% of total Contract Amount, on submission of 1st Draft Control Report.
- 20% of total Contract Amount, on submission of 2nd Draft Control Report.
- 40% of total Contract Amount, on submission of Final Control Report.

9 ANNEX:

**DRAWINGS OF SITE LOCATION AND SURVEY AREAS
DRAWING OF BENCHMARK CONSTRUCTION**

Section IV: Returnable Bidding Forms

Note to Bidders: Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Bidding Forms as instructed and return them as part of your quotation.

The following returnable forms are part of this RFQ and must be completed and returned by bidders as part of their Quotation.



Form A: Quotation submission form

Bidders are requested to complete this form, sign it and return it as part of their bid submission. The bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Date: [Insert submission date]

Subject: Quotation for the supply of [Insert a brief description of the services] in [Name of country/city], RFQ Case No. **RFQ UNOPS/SDN/ B5312-01/RFQ/01/2017** dated **30/10/2017**

We, the undersigned, declare that:

- a. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract;
- b. Our quotation shall be valid for the period of time of [insert number of days which shall not be less than the specified in Section I: RFQ Particulars, Period of Validity of Quotations] from the date fixed for the submission deadline as set out in the RFQ, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- c. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS;
- d. Our firm confirms that the offeror and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation;
- e. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the Contract—has not been declared ineligible by UNOPS, nor is included in the suspended/ineligibility list of the UN/PD, other UN Agencies, the UN Security Council, and the World Bank, in accordance with Instructions to Bidders Article 3, Eligibility;
- f. We embrace the UN Supplier Code of Conduct and adhere to the principles of the UN Global Compact;
- g. We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- h. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this RFQ and will not engage in any such activity during the performance of any Contract awarded.

I, the undersigned, certify that I am duly authorized by [insert full name of bidder] to sign this quotation and bind [insert full name of bidder] should UNOPS accept this quotation:

Name:

[complete]

Title:

[complete]

Date:

[complete]

Signature: _____

Provide the name and contact information for the primary contact from your company for this quotation:

Name: [complete]

Title: [complete]

Email address: [complete]

Telephone: [complete]

Form B: Price Schedule Form

Bidders shall fill in this Price Schedule Form in accordance with the instructions indicated.

RFQ reference no: RFQ UNOPS/SDN/ B5312-01/RFQ/01/2017

Tawila Dam Rehabilitation, Topographical Survey, Darfur State, Sudan

Currency	USD
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Item No	Description	Qty	Unit price including VAT, USD	Total price, Including VAT, USD
1	Construct Permanent Benchmarks (Section 2.3 and Drawing 7)	14		
2	Survey Reservoir Area on 20m grid and at breaks of slope	9.0 km ²		
3	Survey Embankment Area on 10m grid and at breaks of slope	0.9 km ²		
4	Survey Southern Channel Area cross sections every 100 m	8 km		
5	Sediment Trap Survey Areas on 20m grid and at breaks of slope	1.1 and 0.4 km ²		
6	Embankment cross sections and detailed survey of structures within Embankment Area	1		
7	Hard copy of all drawings	3 hard copies		
8	Soft copies of all drawings in AutoCAD and Adobe pdf format	2 CD		
9	Soft copy of the field data collected during surveying excel format with proper description.	2 CD		
TOTAL PRICE				

N.B. Contractors can use their own format for pricing.

Payment terms 30 days accepted: ☐ Yes

Bidder's discount for accelerated payment: % of total firm price for each calendar day less than thirty (30) days

I, the undersigned, certify that I am duly authorized by **[insert full name of Bidder]** to sign this quotation and bind **[insert full name of Bidder]** should UNOPS accept this quotation:

Name : _____

Title : _____

Date : _____

Signature : _____

Form C: Previous experience form

RFQ reference no: RFQ UNOPS/SDN/ B5312-01/RFQ/01/2017

Name of Bidder: [insert name of Bidder]

Description of services	Country	Total amount of Contract	Contract Identification and Title and Contact details of Client (Name, Address, telephone, email, fax)	Year project was undertaken

Name : _____

Title : _____

Date : _____

Signature : _____

Form D: Key Personnel Form/Assigned Experts

RFQ reference no: RFQ UNOPS/SDN/ B5312-01/RFQ/01/2017

Name of Bidder: [insert name of Bidder]

Key Staff/Experts to be involved in the project

Ser No.	Name of Key Staff	Position in the Company	Qualification	Proposed Position
1				
2				
3				
4				
5				
6				
7				
8				
9				

Please include CVs for Key Staff

Form E: Method Statements

Note:

Bidders shall provide a brief statement (not more than 15 pages) showing their approach to address the following technical requirements:

- Compliance towards the requirements in Section III: Schedule of Requirements.
- Compliance to the standard set in the table of requirement (TOR)

Bidders can submit using their own format.





Form F: General Requirements

Note:

Please attach company profile, business licenses and registration certificates issued from authorized authority to conducted topographical survey services.

Bidders can submit using their own format.

