

Section II: Schedule of Requirements

STATEMENT OF WORKS (SOW)

Title: RFP Title: Unexploded Ordnance Destruction in Libya

Reference Number: 20490_RFP_LBY_ Unexploded Ordnance Destruction in Libya_17_002

I. Background

The 2011-armed conflict further exacerbated the level and complexity of the contamination from UXOs, abandoned ammunition, newly laid landmines, as well as ammunition management issues in Libya. 440 reported NATO strikes on Ammunition Stockpile Areas and a further 3,448 NATO strikes on a variety of strategic targets resulted in uncontrolled access to the damaged/destroyed/enacted ASAs.

In 2014 UNMAS Libya oversaw the clearance of approximately 700 tonnes of ERW surrounding a destroyed ASA at the airport in Misrata. Unfortunately, due to the deterioration in the security situation only 300 tonnes of ERW were destroyed, leaving approximately 400 tonnes still stockpiled awaiting in destruction.

Despite the relocation of the Programme to Tunis due to security reasons in 2014, UNMAS Libya continues to coordinate with national authorities and implementing partners to carry out mine action activities to meet the country's needs. The National Mine Action Authority (LibMAC) has requested assistance in destroying the remainder of the ERW stockpile in Misrata, as it is close to residential areas and has recently experienced a fire at the location.

In order to reduce the threat of death and injury to the resident population and clearance teams there is a need to coordinate and implement the movement of minimum 200 tonnes ERW to a demolition point approximately 32km from the current stockpile location and then carry out demolition in pits constructed for that purpose.

II. Objectives, Outcomes, Output

Objectives

The activities under this Contract will contribute to the following objectives:

- a. Capacity of national actors to conduct disposal activities is enhanced.
- b. Risk of casualties from ERWs is decreased.

Outcome

The objective stated above stems from the following outcome:

- a. Enhanced protection of the Misratan community, particularly women and children threatened by a stockpile of explosive remnants of war.

Outputs

The outputs for the Contract are as follows:

- a. 12 Libyan personnel receive training in the handling of ERW.
- b. Minimum 200 tonnes of ERW are safely destroyed.

III. Scope of Work

The Contractor shall conduct a “Safe to Move” Inspection on minimum 200t of various ammunition natures and then to transport the ammunition from Misrata military airbase to a pre-determined demolition site in Karrarin, approximately 35km from the airbase, for demolition. Any ammunition found not to be safe to move should be destroyed insitu.

The duration of the contract is expected to be for 5 months from 01 March 2017 to 31 July 2017 covering the below three (3) phases. However, the contract might be initially awarded for months up to 30 June 2017, and a further no extension is subject to no cost extension of donor agreement. Subject to the security and political situation, the actual inspection, transportation and disposal/ demolition tasks on the ground are expected to commence for 2 months.

The project will be divided into 3 phases:

- Phase 1 – Planning & Preparation
- Phase 2 – “Safe to Move” Inspection & Transportation
- Phase 3 – Demolition Phase

Phase 1 – Planning & Preparation

- Planning, conducting training and arranging relevant stores and equipment
- The Contractor shall submit detailed SOPs for the extent of the task;
- Ammunition Inspection, Transportation and Disposal Plan, to include a Risk Assessment for each phase, for approval by LibMAC & UNMAS before the commencement of operations;
- The Contractor shall select and train suitable qualified personnel to undertake the task;

Phase 2 – “Safe to Move” Inspection & Transportation

- The Inspection of the ammunition is only to be conducted by individuals who possess an IMAS Level 3 qualification and who have relevant experience for the task;
- The Contractor will be responsible for the provision of vehicle (including fuel) for the transportation of munitions to the demolition site;
- The Contractor is to ensure that only serviceable vehicles are used for the transportation of explosives.
- The Contractor is to ensure that only safe ammunition is transported to the disposal area;

Phase 3 – Demolition Phase

- The Contractor will provide a detailed disposal plan and be responsible for the control and management of the demolition site;
- The Contractor will maintain a detailed demolition diary, which accounts for the serviceable and unserviceable ammunition destroyed;

Offerors must consider the above information in submitting their Proposed Time Table/ Gantt Charts.

IV. Activities and Reporting Requirements

The Contractor shall undertake the following activities:

- Produce detailed Standing Operating Procedures (SOPs) for all aspects of the disposal task.
- Recruit 2 EOD specialists to manage each aspect of the loading, transportation and demolition of

approximately 200 tonnes of ERW;

- Conduct detailed Risk Assessments for all tasks being undertaken;
- Obtain operational accreditation for all aspects of the disposal task;
- Development of an Implementation Plan (covering inspection, transportation and disposal)
- Conduct “Safe to Move” Inspection of all ammunition natures prior to transportation;
- Inspection of vehicles and load prior to transportation of ammunition to demolition area;
- Any ammunition found to be unsafe to transport should be destroyed insitu.
- Carry out training to sufficient Libyan personnel to inspect, transport and dispose the recovered ERW to the demolition site.
 - a) These are personnel that have previously worked for INGO during the original clearance phase in 2012-2014.
 - b) Training is expected to range from 3-5 days
 - c) Training Venue, Refreshments and all Related Training Costs must be included in the Financial Proposal
- Prepare Demolition Areas;
- Destruction of approximately 200 tonnes of ERW;
- Provide ambulance cover with sufficient medical personnel and equipment during the inspection, transportation and demolition phases;
- Development of a suitable disposal procedure for any ammunition deemed unsafe to transported.

The Contractor will be required to arrange and provide appropriate medical support throughout the Operational Phase of the project.

All activities to be conducted in accordance with the approved Standard Operating Procedures (SoPs), the International Mine Action Standards (IMAS) and National Mine Action Standards (NMAS) (if appropriate) and all actions are subject to quality assurance by LibMAC and UNMAS Libya.

Reporting

- A. Contractor must submit weekly progress reports to UNMAS Libya.
- B. Contractor must submit milestone reports (financial and narrative) to UNMAS Libya.
- C. Contractor must maintain a risk register and immediately report any fast-escalating risks to UNMAS Libya.
- D. Contractor must maintain a project lesson log which will be attached to the milestone reports
- E. Contractor must complete and deliver a final project report to UNMAS Libya

V. Eligibility Requirements and Qualifications

- A. **Offeror must be a national or international organization/ company/ not-for-profit organizations, legal entity registered in Libya.**
- B. Offeror must have 3 of years of experience of implementing successful ERW Clearance & Demolitions projects in Libya and/ or similar environmental context.
- C. **At the time of Bid Submission, offeror must possess organizational accreditation from the Libyan Mine Action Centre (LibMAC)**

D. Offeror must comply to all the Eligibility, Formal Criteria and Qualification Criteria stipulated Section III - Form D: Technical Proposal Form

Minimum requirements/qualifications

Applicants must provide a minimum team composition as follows. CVs must be provided as per the templates in this RFQ. Evidence of required experience must be clearly listed in the CV for each candidate.

- A. Technical Experts (x1): Minimum 5 years' experience at EOD IMAS Level 3+ delivery; Proven experience in managing and conducting large scale multi-item demolitions and have experience in explosive engineering. Proven experience in dealing with Ammunition which has been involved in an explosive event or an Ammo site that has been subject to an unplanned explosive event.
- B. Technical Experts (x1): Minimum 5 years' experience at EOD IMAS Level 3; Proven experience in managing and conducting large scale multi-item demolitions and have experience in explosive engineering. Proven experience in dealing with Ammunition which has been involved in an explosive event or an Ammo site that has been subject to an unplanned explosive event.
- C. National EOD Technical Advisors (x2): Minimum EOD IMAS Level 2 qualified
- D. Bidders to ensure they have enough medical cover at all sites when involved with energetic material in accordance with IMAS requirements
- E. Bidders to ensure they have sufficient qualified personnel to cover all safety requirements at all locations
- F. Bidder to ensure to have the minimum equipment and personnel required to complete all tasks safely in accordance with IMAS. Purchase of new equipment as part of this project is not encouraged considering the duration of the project and budget limitations which is in the vicinity of 160,000USD

VI. Logistical Support

Transport

The Contractor is responsible for the provision of all transportation, and ensuring that all vehicles used for the transportation of ammunition and explosives are serviceable and have the required safety equipment.

Fuel

The Contractor is responsible for arranging the supply of their fuel requirements from local fuel providers.
Insurance

The Contractor shall ensure that adequate insurance cover is in place for all employees, against death, disablement and injury in accordance with the terms and conditions of the contract. The Contractor shall also provide third party liability insurance, again in accordance with terms and conditions of the contract.

Medical-Related Issues

The Contractor is to be fully self-sufficient to provide medical treatment for all medical emergencies during the operational phase of the project and to take appropriate preventative measures for all their staff.

Security

The Contractor is responsible for security of all its personnel and assets. The Contractor must also adopt a flexible operational approach, integrated with a proactive security risk assessment and management system.

VII. Standards, Guidelines and Quality Management Requirements

Standards Adherence

The Contractor shall adhere to the following standards for Mine Action activities in order of precedent: Contractor SOPs and amendments specifically authorized by the LibMAC & UNMAS for this Contract; National Standards or, in their absence, International Mine Action Standards (IMAS); International Ammunition Technical Guidelines (IATG) as applicable.

Organizational Accreditation

At the time of Bid Submission, offeror must possess organizational accreditation from the Libyan Mine Action Centre (LibMAC)

Operational Accreditation

The Contractor is to submit its training programme (including lesson plans, training aids, presentations and any other training materials) to the LibMAC & UNMAS technical representative.

Operational Accreditation will be conducted prior to the commencement of the operational phase. Failure to do so may result in delayed accreditation and which could ultimately affect commencement of operations and delivery of contractual obligations.

Standards

The Contractor shall adhere to the International Mine Action Standards (IMAS) and National Standard if they apply. The Contractor shall ensure that all Standing Operating Procedures (SOPs) are submitted to and approved by the LibMAC and UNMAS prior to the commencement of work.

QUALITY MANAGEMENT REQUIREMENTS

The Contractor must implement an Internal Quality Management System (QMS), to be detailed within its SOPs.

Records verifying compliance with the QMS shall be maintained and shall be made available on request. The LibMAC & UNMAS will conduct External Quality Assurance as appropriate to ensure compliance with National Standards (and in their absence IMAS)