## Call of Tender For

## Selection, supply, installation and commissioning of Turra Water Borehole submersible pump, piping, cabling, VFD and treatment unit in Ramtha

## Background on ACTED

ACTED is a French humanitarian NGO, founded in 1993, which supports vulnerable populations affected by humanitarian crises worldwide. ACTED provides continued support to vulnerable communities by ensuring the sustainability of post-crisis interventions and engaging long-term challenges facing our target populations, in order to break the poverty cycle, foster development and reduce vulnerability to disasters.

In Jordan, ACTED has its capital office in Amman, has around 320 national staff member (December 2017) and 45 international staff member (December 2017). ACTED operates notably in the host communities in the northern governorates, Za’atari Refugee Camp, Azraq Refugee Camp, King Abdullah Park Camp. Since 2011 ACTED’s focus has been on responding to the Syrian crisis and the influx of refugees entering the country. To mitigate the increased pressure on Jordanian public institutions, particularly education and water and sanitation systems, ACTED also works to rehabilitate infrastructure, provide social support and engage with civil society and government actors.

## Project Background

As the Syria crisis approaches its eighth year, over 630,000 refugees have fled to Jordan. Many Syrian refugees are living outside of camps (above 80% of the Syrian refugees), which is considerably increasing the population in host communities and thus puts severe pressure on the Jordanian public services. Jordan faces chronic and severe challenges in providing sustainable access to water and sanitation (WatSan) to host communities and refugees.

In this context, ACTED has been generously funded by the European Union MADAD Trust Fund to improve the stability and resilience of Jordanian communities hosting Syrian refugees through improved access to water & sanitation.

Within this objective, the project shall contribute to: “Improved Water and sanitation infrastructure in targeted communities and institutional strengthening for efficient and sustainable resource management*.”* As such, ACTED shall implement 5 infrastructure projects identified by ACTED, the Ministry of Water and Irrigation (MoWI) and Yarmouk Water Company (YWC), located in the North of Jordan, particularly Irbid and Mafraq governorates. In order to implement the project, ACTED needs to procure the services of a contractor to supply, construct, install and commission the selected infrastructure projects as per below details, B.O.Qs, designs and terms.

The projects scope of works shall include, but is not limited to:

* Selection, supply, installation and commissioning of Water submersible pump, piping, cables, VFD with **electrical room**…etc in selected location in North of Jordan, as per attached B.O. Qs, designs, general terms and special terms.
* Selection, supply, installation and commissioning of Water treatment unit withal necessary accessories in selected location in North of Jordan, as per attached B.O. Qs, designs, general terms and special terms, **in addition to all civil and structural works, such as but not limited to: foundations, columns, support, steel structures, shades, concrete works…etc**.
* To build an **electrical room** as per attached B.O.Qs and layouts.

Given the above, ACTED intends to procure the services of a contractor/s who will be tasked with achieving the objectives set out below, as agreed by ACTED and the EU MADAD Trust Fund.

**Selection, supply, installation and commissioning of Turra Water Borehole submersible pump, piping, cabling, VFD and treatment unit in Ramtha**

**Tender Documents**

Documents priority is in the following order:

* ACTED Terms of Reference
* Schedule of Prices (BOQ).
* Special Conditions and Specifications.
* Yarmouk Water Company (YWC) and Water Authority of Jordan (WAJ) common practices

**Contractor Objectives and Deliverables**

* Prior to share your offer with ACTED, review designs, B.O.Qs and specifications, and share comments and feedbacks related to the constructability & operability of the mentioned project, any objection will not be accepted beyond the tendering duration.
* In direct coordination with ACTED Engineer, ACTED Project Manager and assigned consultant engineers, conduct and maintain supervision and quality assurance of the assigned project sites, and ensure that project is moving forward according to the approved BoQs, design, specification, general & special conditions, agreed time line, in line with ACTED and standard engineering rules and regulations WAJ & YWC and according to the pre-defined milestones within the work plan

**Deliverables:**

* + - Construction plan and timeline based on the tentative plan in the tender documents
    - A 20 square meters site office for the use of the supervision staff including internet connections, Air-conditioning, water coolers, supply of purified water and electricity at the charge of the contractor.
    - Project method statements.
    - **Weekly** construction work plan update and ***daily*** progress reports for the ***project*** which address work progress, your recommendations, and any challenges related to project implementation and quality in a format approved by ACTED.
    - A weekly meeting will be held by the contractor, ACTED and any other concerned parties to discuss the project update, challenges and next week plan. The frequency of the meeting can be changed by ACTED team as they see it fit.
    - Provide at the end of each construction phase a report comprising Testing, Commissioning, Operation and Maintenance recommendations & plan.
    - Provide list of construction tools, equipment as well as the CV and other documents of your Engineers who will be assigned to supervise the project on behalf of your company.
    - Execution and delivery of works as per best practices in Jordan and up to the satisfaction of Yarmouk Water Company (YWC), ACTED assigned engineers and project Manager.

**Duration:** The Project duration shall last for a total of **120 calendar days including coordination time period and 2 days review period for each stage.**

| **Task** | **July** | **Aug** | **Sep** | **Oct** |
| --- | --- | --- | --- | --- |
| Provide construction plan and timeline |  |  |  |  |
| Provide project method statements, construction tools, equipment in addition to CVs approval |  |  |  |  |
| Mobilization of the site include site preparations (caravan) |  |  |  |  |
| Provide **weekly** construction work plan update and ***daily*** progress reports for each ***project*** which address work progress, recommendations, and any challenges related to project implementation and quality in a format approved by ACTED |  |  |  |  |
| Execution and Delivery as per best practices in Jordan and up to the satisfaction of ACTED assigned engineers and Program Manager. Testing & Hand over |  |  |  |  |

**Specific conditions:**

1. Accommodation and transportation will not be provided by ACTED, but it can be included in the Contractor’s budget. The Contractor shall submit a proposal including all costs break down.
2. ACTED security guidelines and directions given by ACTED staff shall be strictly followed throughout this project.
3. ACTED and local safety (personal and construction) guidelines and the directions given by ACTED engineers shall be strictly followed throughout this project.
4. Contractors must provide prior to start of the work the following:
   1. Shop drawings.
   2. P&IDs.
   3. Single line diagram.
   4. Data sheets, installation, operation and maintenance manuals for all equipment that will be used installed as per part of this tender scope.

Above drawings, layouts, diagrams, manuals, data sheets & documents shall be provided in softcopy (CD) and hardcopy (A3 coloured paper) which will be reviewed by the awarding agency, duration of the review will be 14 days, this duration will be part of the project timeline of 120 days.

1. The contractor shall provide at the end of the works as built drawings, layouts, diagrams manuals, data sheets and documents in softcopy and hardcopy (A3 coloured paper).
2. Contractors shall subscribe a civil and professional insurance. Therefore, the copy of the insurance certificate has to be submitted along with their offer (or commitment letter to provide it once awarded).
3. All amendment requests shall be documented and approved in writing with official letters only (emails is considered eligible) and within 3 working days. All letters must be drafted in professional English and approved in writing by ACTED project manager. The request can be formulated by ACTED, YWC, the Contractor or the Consultant. Amendment requests based on verbal communications and without proper and timely documentation shall not be considered eligible.
4. The costs of items in the B.O.Q shall be fairly estimated and overhead cost shall be fairly shared among all items. ACTED has the right to ignore quotations which costs are not within ACTED market surveys, without any notification.
5. The quantities shared in the B.O.Qs are for guidance purposes, the quantities shall be re-measured after the execution. Quantities and total prices shall be adjusted as per actual situation without any additional compensation of any kind.
6. ACTED has the right to cancel any item mentioned in the B.O.Q without any compensation of any kind prior to the start of the project’s execution (i.e. before the Contractor has incur any spending’s).
7. The contractor must review the shared designs by awarding agency, the awarded contractor will be accountable on the selection, constructability and operability of each items.
8. The Contractor should notice ACTED no less than 72 hours before the start of execution of the project & request of inspections.
9. The contractor shall provide 3 samples from different origins for all materials and equipment used in the project. ACTED engineers will inspect the work, check the materials and approve it or reject it within 3-5 working days, rejection reason(s) might be for ACTED internal use only. This shall be planned as part of project duration, the daily and weekly meetings review.
10. All projects communications, reports, recommendations, and all kind of studies shall be in both good English & Arabic languages.
11. All executed works must comply with Ministry of Water and Irrigation regulations.
12. The time required to execute and complete the works is hereby established in maximum **120** calendar days including **coordination** with all and any authority and **review** time period.
13. The Contractor will supply and maintain a site office (20m2 air conditioned caravan) with a desk, 4 chairs, file cabin, cold water, toilet, etc., for the use of the supervision staff. Water and electricity will be part of the contract cost and the contractor will not be compensated with any additional cost.
14. The contract unit prices are fixed. No compensation will be paid for fuel or materials price rises.
15. No unit price adjustment will be made for additional or reduced quantities of BOQ items.
16. The awarded contractor must provide transportation to ACTED supervising team (3 in total) during working hours and days (Sunday to Thursday, 8:00 AM -4:00 PM), in case the contractor plans to work during holiday or out of working, a request must be submitted to the project ream 48 hours ahead of time and transportation must be provided to the project team. The Car must be in good condition with all its features working.

**Qualifications:**

The Contractor shall have experience working with international NGOs, collaborating with local government authorities and the private sector. The contractor shall provide in his/her bid the profile & CVs of his/her company & teams, (particularly its staff assigned for the project), the following is the minimum accepted resources level:

1. The contractor company shall have prior demonstrated experience in similar projects scope & capacities. This includes good knowledge of Jordanian national and local level legislation and policy.
2. Contractor project manager/ single point of contact: 15 years’ experience Mechanical engineer, with at least 7 years’ experience in selection, supply, commissioning & installation of: water treatment units, submersible pumps, pipes, valves, flow meters and all relevant accessories for boreholes.
3. 7 years’ experience Electrical/Mechatronics engineer with extensive experience in selection, supply, commissioning & installation of: Variable Speed Drives, Soft starters, electrical panels, instrumentations, flow meters and all relevant accessories for boreholes.
4. 7 years’ experience chemical engineer with extensive experience in designing, selection, commissioning and installation of water treatment units (specially related to Iron, Sulphur and Oder content).
5. Excellent written and spoken communication skills in both **English and Arabic.**
6. An ability to work with those of different religious, ethnic and tribal backgrounds.
7. An ability to work with different external & internal stakeholders.

The following must be included in your submission, otherwise your offer will be rejected automatically:

* Valid Contractor classification certificate شهادة تصنيف المقاولين.
* Brief of company’s profile, experiences and similar projects implemented.
* CVs of the engineers and geologist.
* Contractor’s Association registration certificate at. شهادة تسجيل المقاولين سارية المفعول
* Conditions of Contract issued by Ministry of Public Works and Housing -2007, signed and stamped.
* Substantiation Documents for all requested data should be provided