**Tender Notice**

**Drilling of Five Deep boreholes in Tula and Shoye Kebele (woreda Dale ), Awaye Adola and Woreta Woyo (woreda Bona Zuriya) and Hamesho (Bensa Woreda) of Sidama Zone, SNNP Region, Ethiopia**

**Contract title:** Drilling of Five Deep boreholes in SNNPR, Ethiopia

**Procedure:** Open National

**Location**: SNNPR, Ethiopia

**Tender no: ETHC000448**

**Project code:** ETHZ000178

**Contracting Authority:** **Člověk v tísni, o.p.s. (People in Need)**

entered in the Register of Non-profit Organizations administered by the Municipal Court in Prague, Volume O, File 119

**With its registered office at:** Šafaříkova 635/24, 120 00 Prague 2

ID: 257 55 277

**Local Office Address People in Need**

Addis Ababa, Yeka-sub city, kebeles 13/14, house No.904

Represented by Jana Bakova Touzimska, Acting country Director

Tel. 0116 62 05 03; 0116187766; 0462123135

# I. SCOPE OF TENDER

1. Qualified tender offers (bids) are sought from competent supplier who have valid license for the current year for drilling work**.**

Drilling of Five Deep boreholes in Tula and Shoye Kebele (woreda Dale), Awaye Adola and Woreta Woyo (woreda Bona Zuriya) and Hamesho (Bensa Woreda) of Sidama Zone, SNNP Region, Ethiopia as specified in the tender documentation.(Listed in the LOT below)

**LOT 1**

**1. A Drilling and Construction of Deep wells in Awaye Adola, woreda Bona Zuriya**

**1. B Drilling and Construction of Deep wells in Woreta Woyo**, **woreda Bona Zuriya**

**1. C Drilling and Construction of Deep wells in Hamesho** **Bensa Woreda**

**LOT 2**

**2. A Drilling and Construction of Deep wells in Tula, woreda Dale**

**2. B Drilling and Construction of Deep wells in Shoye**, **woreda Dale**

1. Time of execution works shall be not more than **3 months for each LOT.**
2. **Tender Prices:** All prices must be indicated in ETB and must include VAT and other payable taxes.
3. Specification – please would the Tenderer refer to Annex III for the full specification details for both lots.

# II. TENDERING

1. Tender documentation can be obtained from PIN Addis Abeba Office, Yeka Sub-City, kebeles 13/14, house no.904, Tel 0116185121 or 011 662 0503 or PIN Awassa office, Haike dare sub-city, in 05 Kebele (Directly behind Central Hawassa Hotel Building) from 15/02/2018 until 26/02/2018, between 2:30 AM and 5.30 during working days. **Tender forms and instructions included in tender documentation must be strictly followed otherwise the tender offer might be excluded.**
2. Tender divided into two individual Lots. Each tenderer can provide fully qualified bid for one or both individual Lots.
3. Each Tenderer shall submit only one Tender offer. A Tenderer who submits or participates in more than one Tender offer will be disqualified from the Tender.
4. If any of the tenderers **requires any clarification relating to the tender**, such question should be sent to the following address email address: [procurement.ethiopia@peopleinneed.cz](mailto:procurement.ethiopia@peopleinneed.cz) to 25/02/2018. Replies for these quarries will send by email at the latest on 26/02/2018.
5. The Bidder unit rates and prices shall be the entirely quoted by currency of the country (Birr) as specified in the attached annex. This currency will apply for all payments Bid Validity
6. Sealed tender offers have to be submitted to PIN office in Addis Ababa (Yeka sub-city, Kebele 13/14 house no 904) or Hawassa Kebele 05 in behind Central Hotel or the scanned tender document by the following email address: [procurement.ethiopia@peopleinneed.cz](mailto:procurement.ethiopia@peopleinneed.cz), **before closing date and time: 27/02/2018, 11:00AM (morning at 5:00 local time).** Any tender received after the closing date/time or not properly sealed will not be considered.
7. Each Tenderer shall submit only one Tender offer, either individually or as a partner in a joint venture. A Tenderer who submits or participates in more than one Tender offer will be disqualified from the Tender.
8. Sealed envelope with PIN address should be marked with the following text:

**LOT 1**

**1. A Drilling and Construction of Deep wells in Awaye Adola, woreda Bona Zuriya**

**1. B Drilling and Construction of Deep wells in Woreta Woyo**, **woreda Bona Zuriya**

**1. C Drilling and Construction of Deep wells in Hamesho** **Bensa Woreda**

**LOT 2**

**2. A Drilling and Construction of Deep wells in Tula, woreda Dale**

**2. B Drilling and Construction of Deep wells in Shoye**, **woreda Dale**

**“DO NOT OPEN BEFORE 27/02/2018, 11:30AM” (Morning at 05:30 local time)**

1. Envelope opening session will be held on 27/02/2018 at 11:30 PM (afternoon at 5:30 LOCAL TIME) in PIN office in Hawassa Kebele 05 in behind Central Hotel and PIN office in Addis Ababa (Yeka sub-city, Kebele 13/14 house no 904). The tenderers or their authorized representatives are invited to be present at the envelope opening.

# III. SELECTION AND AWARD CRITERIA

1. To accept or reject the tender is the responsibility of the **Tender Committee**, decision of which shall be final.
2. Each tenderer must meet and properly prove the following **qualification criteria** with relevant documentation

* Valid license for the current year
* Signed sworn statement (Annex I)
* General information of tenderer (Annex II)
* Authorisation/license to engage in business activities in the respective field
* Bid security in the form of certified Payment Order (CPO) or Bank guarantee at the amount of 10,000ETB of the bid offer
* Bill of quantities with filled in prices – one original and one copy in PDF/print out (Annex III)

1. **Evaluation method** (selection criteria evaluation): The tender evaluation committee will evaluate and award the contract on the basis of the following **selection criteria**

* *Work plan and scheduling 20%*
* *Specific experiences 25%*
* *Personnel for the key positions 10%*
* *Equipment for the implementation of the contract 10%*
* *Average annual turnover 20%*
* *Financial standing of the bidder 15%*

**Technical Evaluation Criteria**

Technical Evaluation will be based on the weight given for each criterion regarding company experience, personnel, equipment capabilities and financial position as demonstrated by the response in well clarified and substantiated manner to the inquiries as outlined in this document. To be qualified on the technical criteria Bidder must have a total sum greater than **70 point** on the technical evaluation.

People In need Ethiopia country program reserves the right to waive minor deviations in any of the submitted application, if this does not materially affect the capability of the Applicant to perform contract for the intended purpose.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No** | **Criteria** | **Requirement** | | **Maximum Score** | |
| 1 | Work plan and scheduling | Adequacy of Technical Proposal in responding to the Schedule of Requirements | | 20 | |
| 2 | Specific experiences | Successful experience as a contractor in the execution of at least 7 boreholes of each valued not less than 1 (One) Million Birr and comparable to the proposed project in size and complexity within the last three years in the field of drilling and it must be supported by evidence and testimonials for the successful completion from project employers or Consultants. To comply with this requirement, works cited should be at least 75 percent complete. | | 25 | |
| 3 | Personnel for the key positions | Bidder must demonstrate that it will have the personnel for the key positions that meet the following requirements;   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Pointing Criteria for Evaluating Personnel for the key positions** | | | | | | | | **No.** | **Position** | **Staff No.** | **Education** | **Total Work Experience (years)** | **Experience in Similar Works**  **(years)** | **Maximum**  **Point** | | 1 | Project co-coordinator /resident engineer/Hydrogeologist | 1 | Professio  B.Sc Degree in Geology,Hydro geology /related fields | 10 | 3 | 3 | | 2 | Hydro geologist | 1 | Professional B.Sc /deploma in Hydrogology or geology | 5 | 3 | 3 | | 3 | Super- intendent | 1 | Diploma | 5 | 3 | 1 | | 4 | Chief Driller | 1 | Diploma in electric/auto motive/technician | 8 | 3 | 2 | | 5 | Drillers and  Pumping test technician /electrician / | 1 | Diploma/Certificate in electric/Auto technician | 10 | 2 | 1 | | | 10 | |
| 4 | Equipment for the implementation of the contract | The Bidder must demonstrate that it will have available for the implementation of the contract the following equipment listed hereafter:   |  |  |  |  | | --- | --- | --- | --- | | **Pointing Criteria for Evaluating Equipment required for the implementatio**n  **of the contract** | | | | | **No.** | **Equipment Type and Characteristics** | **Minimum Number Required** | **Maximum**  **Point** | | 1 | Water Well Drilling Rig and accessories and tools | 1 | 4 | | 2 | Cargo trucks | 1 | 3 | | 3 | Pump test equipment | 1 | 2 | | 4 | Water Quality test instruments/ set | 1 | 1 4 | | 5 | Electrical logging/ | 1 | 1 3 | | 6 | Dewatering pumps | 1 | 1 1 | | 7 | Vehicles | 1 | 1 4 | | 8 | Submersible pumps for pumping test | 1 | 1 3 | | 9 | Generators for pumping test | 1 | 1 1 | |  |  |  |  | | | 10 |
| 5 | Average Annual Turnover | The average annual turnover calculated as total certified payments received for contracts in progress or completed within the last 5 years must exceed 5 Million ETB. | 20 | | |
| 6 | Financial Standing of the Bidder |  |  | | |
| 6(a) | Financial Resources | The Bidder must demonstrate access to, or availability of, financial resources such as liquid assets, unencumbered real assets, lines of credit, and other financial means, other than any contractual advance payments to meet the following cash-flow requirement: 1000,000 ETB | 5 | | |
| 6(b) | Historical Financial Performance | Submission of audited balance sheets and other financial statements as required in the BDS Clause 17, for the last 3 years to demonstrate the current soundness of the Bidder's financial position and its prospective long term profitability. A bidder's financial position is assumed to be sound if there is an increase in the net worth of the bidder. | 10 | | |
|  |  |  | **100** | | |

In case of we got equal price offer more than one; the winning bid will be the one with the shortest delivery time.

Bidders scoring less than **70 points** in the technical evaluation shall be rejected; those scoring more than **70 points** will proceed to the financial evaluation criteria assessment. For those who score more than 70 point, the result change out of 30 and added the point to selection method

1. **Selection method** (selection criteria evaluation):

* *Price including VAT and all other possible taxes 70%*

Evaluation result of this criterion equals to following formula: Price A/Price B \* criteria weight. Price A = lowest price from all submitted offers; Price B = actual price offered by the tenderer

* *The above Technical evaluation 30%*

Evaluation result of this criterion equals to change the point gotten in the technical evaluation criteria out of 100 to 30 point (only for those who score more than 70 point on technical evaluation criteria)

# IV. EXCLUSION AND DISQUALIFICATION

1. PIN shall **exclude from the tender any bid of a tenderer** falling into any of the following cases:
2. They are **bankrupt** or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
3. They or persons having powers of representation, decision-making or control over them have been **convicted of an offence** concerning their **professional conduct** by a judgement that has the force of res judicata;
4. They have been **guilty of grave professional misconduct** proven by any means that the contracting authority can justify;
5. They have **not fulfilled obligations relating to the payment of social security** **contributions** or the **payment of taxes** in accordance with the legal provisions of the country in which they are established or those of the Czech Republic
6. They or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata **for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity**, where such illegal activity is detrimental to the EU's financial interests;
7. Following another procurement procedure or grant award procedure financed by PIN or donor of the project, they have been **declared to be in serious breach of contract** for failure to comply with their contractual obligations
8. They do **engage in the employment of children**, disrespect basic social rights and working conditions based on international labour standards
9. They have **engaged in the trafficking in persons** and have **provided any support** (direct or indirect) **of terrorism**, including the financing of terrorism, or transactions with persons connected with terrorism.
10. They are currently subject to an **administrative penalty** imposed by donor or have been listed by the donor as **ineligible** for participation in award procedures financed by donor´s money.

Points (a) to (d) do not apply to the purchase of supplies on particularly advantageous terms from either a supplier which is definitively winding up its business activities, or the receivers or liquidators of a bankruptcy, through an arrangement with creditors, or through a similar procedure under national law.

Tenderers shall declare they are in none of the situations listed above by the signature of **Sworn Statement** form.

1. Bids of tenderers shall be **disqualified** from the tender who, during the procurement procedure:
2. tenderer is subject to a **conflict of interest**;
3. tenderer has **not stated true facts** or has misinterpreted information required by PIN, or fails to provide timely such information or to provide required documents stated by PIN as condition for participation in the tender;
4. **Tenderer does not meet the PIN qualification criteria** or requirements stipulated in the tender documentation.

# V. CANCELLATION OF THE TENDER

PIN may cancel the announced tender or not conclude contract with the winning tenderer in the following cases:

|  |  |  |
| --- | --- | --- |
|  | **Case** | **Procedure** |
| a) | PIN has **not received any bid**, or none of the bids received was **qualitatively and/or financially worthwhile** or **all the bids** received have been **disqualified** from the tender | PIN has the **right to cancel tender and launch simplified procedure** **with a single tenderer** |
| b) | **Major discrepancies have been found in the Tender Notice** or other supporting documentation of the tender; | PIN has the right to **cancel tender and announce a new tender** |
| c) | **Serious circumstances** have occurred during the tender which prevent PIN to continue the tender | PIN has the **right to cancel tender and launch simplified procedure** **with a single tenderer** |
| d) | **Only one bid**, complying with the tender conditions, has been submitted | PIN has the **right to cancel tender and launch simplified procedure** **with a single tenderer** |
| e) | The winning **tenderer refuse to sign contract with PIN, have not stated true facts** in their bid or their bid is at du**mping price** or otherwise **jeopardizes free competition** in the market (e.g. forbidden supplier agreements, cartels, abuse of the leading position in the market). | PIN has the **right to cancel tender or to accept a bid of the tenderer who ranked as the second best** or at other rank in the tender |

# VI. GENERAL CONDITIONS

1. The **Tenderer shall bear all costs** associated with the **preparation and submission of the Tender**, and PIN will in no case be responsible or liable for such costs.
2. Tender **offer must remain valid** for the period of *30 days*from the date of closing unless withdrawn in writing before the close of tenders.
3. The contract is concluded with the winning tenderer. Should the winning tenderer fail to provide to PIN the necessary cooperation to conclude the contract within the period of 30 days upon the tender results notice, PIN can further negotiate with the second best tenderer that shall be considered the winning tenderer. Should they fail to conclude the contract with the second best tenderer within 15 days following the notice, PIN is allowed to cancel the tender. Notice of results shall be deemed the third day following the day of dispatch of the tender results notice.
4. **Tender** **offer** (bid submitted by the tenderer) **shall consist of the following documents**:

* *Bill of quantities with filled in prices – one original and one copy in PDF/print out*
* *Delivery or work schedule*
* *Signed Sworn Eligibility Statement*
* *Commercial Register record copy or other document certifying the registration with a government body and/or tenderer´s tax registration, licences (to deal in certain goods/services)*
* *References from previous customers along with contacts for verification, photos of previously built buildings along with their address and customer contact, examples of previously prepared studies, evaluation, projects, demonstration of problem solution draft for consultants etc.*
* *Company profile with list and description of owned machinery (in reference to machinery listed above) and staff with clearly indicated qualification*
* *Documents related to technical approach & methodology*
* *Bid security in the form of certified Payment Order (CPO) or bank guarantee.*
* *Information about the average Annual Turnover*
* *Historical Financial Performance (i.e. Submission of balance sheets and other financial statements*

1. **PIN reserves the right to cancel the tender without giving any reason**
2. Language of the Bid: All documents relating to the Bid and Contract shall be **in English**.
3. The PIN can provide an Advance Payment of 20%. The Advance Payment request shall be accompanied by an Advance Payment Security (Guarantee).
4. The Advance Payment Security shall be an Unconditional Bank Guarantee or a Bank Acceptance that guarantees the amounts equal to the Advance Payment. The Guarantee shall remain effective until the completion of the whole works under the Contract. Interest will not be charged on the advance payment
5. PIN shall hold the Advance Payment Security and it shall be returned to the Contractor after the issue of certificate of completion of the Works.

# VII. OTHER CONDITIONS

In case additional *construction works* would prove to be necessary for finalization of the activity for which this tender is published, PIN reserves the right to procure them from the winner of this tender under a negotiated procedure on the basis of a single tender if the potential extension of the contract for a value and duration wouldn´t exceed the value and the duration of the initial contract awarded under this tender.

Tenderers will be notified about the results of the tender via *e-mail or letter* within 14 working days after the termination of the tender.

………………………………. ……………………………….

**On behalf of People In Need Date**

# **Annex I:**

# Sworn statement

# Eligibility Sworn statement

We, ………………………………………………………………..…………………………………………………………………………………. (IDENTIFICATION OF a PERSON / COMPANY)

declare, that:

We are not **bankrupt** or have not being wound up, are not having their affairs administered by the courts, have not entered into an arrangement with creditors, have not suspended business activities, are not the subject of proceedings concerning those matters, or are not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

We or persons having powers of representation, decision-making or control over us have not been convicted of an offence concerning our professional conduct by a judgment that has the force of res judicata;

We have not been found guilty of grave professional misconduct proven by any means that the contracting authority can justify;

We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which we are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

We or persons having powers of representation, decision making or control over us have not been subject of any judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the EU's financial interests;

Following another procurement procedure or grant award procedure financed by PIN or any other contractual agency, we have not been declared to be in serious breach of contract for failure to comply with their contractual obligations;

We do not engage in the employment of children. We respect basic social rights of our employees and provide them with proper working conditions;

We have not engaged in the trafficking in persons and have avoided any support (direct or indirect) of terrorism, including the financing of terrorism, or transactions with persons connected with terrorism.

We are currently no subject to any administrative penalty imposed by donor or have been listed by the donor as ineligible for participation in award procedures financed by donor´s money.

We don´t find ourselves in any situation which could give raise to a conflict of interest in what concerns the implementation of the contract.

In the event of the contract being awarded to us, we commit ourselves to act with complete impartiality and in good faith in what concerns its performance and outcome.

In ………………………….……….. on ………………………………………

On behalf of ………………………………………………………….….. (Name of the company, name of the person)

……………………………………...

Signature

**Annex II: General Information on the Tenderer**

|  |  |
| --- | --- |
| Name of Company |  |
| Legal Form |  |
| Established since |  |
| Postal Address |  |
| Physical Address |  |
| Phone Number |  |
| Fax Number |  |
| E-Mail |  |
| Website |  |
| Name of General Manager |  |
| Contact Person(s)  Sales & Marketing |  |
| Contact Person (s)  Freight/Shipping/Logistics |  |
| Number of employees |  |
| Annual Turnover |  |
| Range of Products offered |  |

**Note:** Part of this Pre-Qualification is the following declaration of your company (according to “Rules and Procedures for Service, Supply and Works Contracts Financed from the General Budget of the European Communities in the Context of Cooperation with Third Countries”).

**SIGNED** by

For and on behalf of the Lessor