

ITB Scope of the Works (SoW)

eSourcing Reference: ITB/2019/9109

GENERAL INFORMATION

Works Description:	Construction of Emergency Shelter for Victims of Trafficking and Vulnerable Smuggled Migrants in Lac Assal, Djibouti
Project/Program Title:	Countering Transnational Organized Crime and Trafficking in Djibouti
Design Review Unique ID:	L20516743
Work Station:	Djibouti
Type of the Contract:	Short Form Construction Contract
Construction Duration:	180 Calendar day (6 months)
Expected Start Date:	May 22, 2019

I. PROJECT BACKGROUND

Djibouti is a source, transit, and destination country for trafficked people and smuggled migrants. Despite the large number of victims and migrants crossing Djibouti annually, the Government of Djibouti lacks the capacity to accommodate those who have been detained. A lack of appropriate facilities means that when migrants are apprehended, they usually spend one night without any shelter, in front of the police station in Lake Assal, before being returned to their countries of origin. Little water and food is provided to them. They also encounter health problems.

The lack of a shelter is problematic for at least two reasons. First, it means that the victims of trafficking and vulnerable smuggled migrants do not have access to assistance and care as required by international treaties ratified by Djibouti, in particular the Trafficking in Persons and Smuggling of Migrants Protocols. Second, the swift repatriation of the apprehended victims means that it is nearly impossible to build a legal case, let alone for the victims to testify, against ruthless traffickers and smugglers

In order to provide adequate facilities where care and support can be provided to stranded migrants along the Ethiopian - Djibouti, UNOPS was approached by UNODC on behalf of the Government of Djibouti to design and build an emergency shelter at lac Assal

II. GENERAL DESCRIPTION OF THE WORKS

UNOPS will construct a shelter that help victims of trafficking and smuggled migrants to get appropriate care and support until they go to country of origin. This is intended to provide the desired outcome for an improved health, social and psychological status of victims of trafficking and smuggled migrants in Djibouti.

The scope of work has included the design and construction of the following facilities at Lac Assal, Djibouti:

1. A clinic comprising of Doctor and Nurse's room, examination room, reception, pharmacy, accessible toilet including waiting and circulation area having a total area of about 109m2.
2. Two residential units each having an area of 135 m2 including 2.2m wide veranda and hosting 25 users accommodating a total of 50 migrants.
3. Two pit latrines each with two regular stalls and an open shower serving for the migrants.

The shelter will be located next to the police station at Lake Assal, around the coordinates 11.63 N, 42.51 E, about 115 km from the capital Djibouti.

III. ABBREVIATIONS

The following abbreviations have been used in the Bills of Quantities:

Abb.	Descriptions
kg	kilogram
t	tonne
m	meter
m²	square meter
m³	cubic meter
mm	millimeter
Nr.	Number
uPVC	un-plasticized poly vinyl chloride
HDPE	high density polyethylene
GMS	galvanized mild steel
LS	Lump Sum
PS	Provisional Sum

IV. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

UNOPS will be responsible for the entire project management. Hence, UNOPS will assign a Project Manager who will be responsible to coordinate the overall management of this project. In addition, UNOPS will assign a Site Engineer that will be responsible to monitor the day-to-day activities in periodic basis. She/he will be responsible to ensure that the Contractors implement according to the agreed quality criteria and timeline.

Contractor is required to develop and submit work plan every two weeks in line with the approved overall work plan and work schedule. Similarly, the Contractor is expected to submit progress report every month.

In addition, the Contractor will provide progress report when deemed necessary upon the request of UNOPS. The contractor will also facilitate site visit upon the request of UNOPS by availing the necessary Health and Safety (H&S) measures.

V. PAYMENT MODALITY AND AUTHORITY




Prospective Contractor/Bidder shall be paid on Measure and Pay modality and only after Approving Authority of the project confirms the successful completion as per respective Bill of Quantities (BoQs) set for the site in this ITB.

VI. INSTRUCTION WHEN SUBMITTING PRICED BOQ ALONG RETURNABLE BID SCHEDULE


Prospect bidders/Contractors are strongly advised to follow the below instructions when filling out Bill of Quantities (BoQ);

1. You are not allow to change any item descriptions on this BOQ. Failure to abide by it will result to automatic disqualification of your bid.
2. You are only required to fill in the cells under the column "Rate/Unit Price" corresponding to works description in the currency indicated on BoQs
3. **Upon filling in the Rate and/or Unit Price, all other calculations will be done automatically, meaning you do not have to temple with any other cell within this spread sheet.**
4. The summary sheet will also be fill in automatically, you do not have to temple with it.
5. At the bottom of the BoQ sheet, you are also require to sign in the space left for it to authenticate the submission.
6. UNOPS has factor in the various percentages, which cannot be change. They are fixed and base on your total price, these will be calculated automatically.
















7. Please note that this BoQ forms is part of the "Returnable Bid Schedules" and as such should be returned (**BOTH THE PRINTED AND DULY SIGNED FORM; and the Excel Soft Copies for Arithmetic check**) along with all other documents when submitting your tender.
8. Attached are all returnable schedules to be appropriately fill in and return along with your submission.
9. **IMPORTANT:** The Returnable Schedules shall have **THE FOLLOWING FILE NAMES** to let Technical Panel **EASILY LOCATE AND EVALUATE** your bids:

-  Bid Submission Form
-  Other
-  Price Schedule Financial Proposal

Under "**Bid Submission Form**" **Folder** the pdf File Names shall have the following details:



 Returnable Bid Schedule 1 - Bid Submission Form.pdf

Under "**Other**" **Folder** the pdf File Names shall have the following details:

Name	Size
 Returnable Bid Schedule 3 - Bidder Details.pdf	
 Returnable Bid Schedule 5 - Preliminary Programme.pdf	
 Returnable Bid Schedule 6a – Project Team and Org. Structure.pdf	
 Returnable Bid Schedule 6b – Proposed Key Personnel CVs.pdf	
 Returnable Bid Schedule 7 – Insurances.pdf	
 Returnable Bid Schedule 8 – Capacity, Experience, Work in Hand and Completed.pdf	
 Returnable Bid Schedule 9 – Works Management System.pdf	
 Returnable Bid Schedule 10 – Proposed Subcontractors and Suppliers.pdf	
 Returnable Bid Schedule 11 – Proposed Sources of Naturally Occurring Material.pdf	
 Returnable Bid Schedule 12 – Declaration.pdf	
 Returnable Bid Schedule 13 – Conflict of Interest.pdf	
 Returnable Bid Schedule 14 – Dispute Details.pdf	
 Returnable Bid Schedule 15 – Declaration on Gender Parity.pdf	
 Returnable Bid Schedule 16 – Addenda to ITB.pdf	
 Returnable Legal Documents, Financial Statements and Others.pdf	

- **Note:** "Returnable Legal, Financial Statements and Others" pdf file shall have copies of Renewed Business Registration/License; Certificate of Incorporation; VAT/Tax Certificate Audited Financial Statements, and any other Supporting Documents.

Under "**Price Schedule Financial Proposal**" the pdf and Excel File Names shall have the following details:

 19-03-28 - 5 - BoQ Returnable Price Schedule 4 - Shelter and Health Center in Lac Assal, Djibouti.pdf
 19-03-28 - 5 - BoQ Returnable Price Schedule 4 - Shelter and Health Center in Lac Assal, Djibouti.xlsx

VII. POST QUALIFICATION ACTIONS

UNOPS has the right to carry out reference checks with a recommended Bidder/Contractor regarding:

- Verification of accuracy, correctness and authenticity of the information provided by the bidder on the legal, technical and financial documents submitted;
- Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team;
- Inquiry and reference checking with Government entities with jurisdiction on the bidder, or any other entity that may have done business with the bidder;

- Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed;
- Physical inspection of the bidder's plant, factory, branches or other places where business transpires, with or without notice to the bidder; and/or
- Testing and sampling of completed Works and ancillary services similar to the requirements of UNOPS, where available.

VIII. ANNEXES TO THE SCOPE OF WORKS (SOW)

Detail drawings, Technical Specifications (TS), Bill of Quantities (BoQs), Short Form Contract and Site Geo-and-topographical Survey reports are attached as Annexures for further reference.