



REQUEST FOR QUOTATION

Date: **30/10/2016**

RFQ No. : **RFQ/10ACT/IHPF/EXCAVATION/30102016**

ACTED (Agency for Technical Cooperation and Development), in anticipation of upcoming projects that may require rapid construction of emergency infrastructure, is inviting offers for the below services:

PRODUCT SPECIFICATIONS:

- | | |
|------------------------------------|---|
| 1. Description: | Excavator hire (with and without operators) |
| 2. Product class / category: | Rental/Service |
| 3. INCOTERM (delivery conditions): | DDP Newly Liberated Areas (Lot 1, 2)
EXW Supplier's premises (Lot 3) |
| 4. Quantity/unit: | As per below table |

RESPONSIBILITIES OF THE CONTRACTOR:

- | | |
|------------------------|--|
| Delivery leadtime: | Delivery within 3 days after signature of the contract |
| Validity of the offer: | 3 months |

GENERAL CONDITIONS:

1. The **closing date** of this RFQ is fixed on **06/11/2016 (November 6th, 2016) at 17:00 (Iraq time)** in ACTED office at the following address:
ACTED representative office in Erbil, IRAQ (6th street (Khabat street) on the right after Ankawa intersection, 1st street on the right, House #: 240/1/467 Hadiyab quarter, Ainkawa, Erbil, Iraq)
ACTED representative office in Dohuk: Golvin 67 St. Malta Islam Quarter - Dohuk 3rd Street from Malta Hill Traffic Light to **Down Town**
Or emailed to both: iraq.tender@acted.org and tender@acted.org
2. Tenderers will fill, sign, stamp and return the Quotation Form.
3. The offer should be provided according to ACTED's format and description.
4. Tenderers will sign and return all pages of the specifications for which they apply.
5. Tenderers will provide evidence of capacity to deliver this order and previous similar experience.
6. The quotation will not directly result in the award of a contract.
7. Prices are mandatory in US Dollar (USD)

SPECIFIC CONDITIONS:

1. Quantities are indicative and likely to change.
2. Please give information about the specification of the items offered.
3. Please enter only one product & price per row in the table. If you would like to also offer an alternative product, this will be accepted however please enter on second copy of the particular sheet(s)
4. Please provide unit prices for the unit stated in the 'unit' column, irrespective of your packaging unit(s).
5. Photos should be supplied where requested or where useful for judging quality.

QUOTATION FORM

Details of Company

Company Name		Company Specialization	
Representative		Phone Number	
Registration Number		Email Address	
Country of Registration		Mailing Address	

PLEASE FILL IN THE FOLLOWING TABLES:

LOT1: SERVICE CONTRACT FOR EXCAVATOR WITH OPERATOR AND FUEL OVER THE COURSE OF AROUND ONE MONTH

PLEASE WRITE NUMBER OF DAYS OF NOTICE REQUIRED (TIME BETWEEN REQUEST OF ACTED AND FIRST AVAILABILITY OF THE EQUIPMENT AND OPERATOR AT THE SITE).

No.	Item	Requested Specification	Supplier's brand/specification	Unit	Approximate Quantity	Unit Price USD (DDP)	Total Price USD (DDP)	Days Notice Required
1	Excavator (weekday), Zone A	Around 10ton, reaches depth of 3m. Includes transport to site in Zone A , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.	Manufacturer and model / specifications of digger:	excavator-day	20			
2	Excavator (weekend), Zone A	Around 10ton, reaches depth of 3m. Includes transport to site in Zone A , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
3	Excavator (weekday), Zone B	Around 10ton, reaches depth of 3m. Includes transport to site in Zone B , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
4	Excavator (weekend), Zone B	Around 10ton, reaches depth of 3m. Includes transport to site in Zone B , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			

5	Excavator (weekday), Zone C	Around 10ton, reaches depth of 3m. Includes transport to site in Zone C , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
6	Excavator (weekend), Zone C	Around 10ton, reaches depth of 3m. Includes transport to site in Zone C , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
7	Excavator (weekday), Zone D	Around 10ton, reaches depth of 3m. Includes transport to site in Zone D , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
8	Excavator (weekend), Zone D	Around 10ton, reaches depth of 3m. Includes transport to site in Zone D , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
9	Excavator (weekday), Zone E	Around 10ton, reaches depth of 3m. Includes transport to site in Zone E , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
10	Excavator (weekend), Zone E	Around 10ton, reaches depth of 3m. Includes transport to site in Zone E , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
11	Excavator (weekday), Zone F	Around 10ton, reaches depth of 3m. Includes transport to site in Zone F , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
12	Excavator (weekend), Zone F	Around 10ton, reaches depth of 3m. Includes transport to site in Zone F , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
13	Excavator (weekday), Zone G	Around 10ton, reaches depth of 3m. Includes transport to site in Zone G , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			

14	Excavator (weekend), Zone G	Around 10ton, reaches depth of 3m. Includes transport to site in Zone G , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		excavator-day	3			
15	Excavator (weekday), Zone H	Around 10ton, reaches depth of 3m. Includes transport to site in Zone H , operator, fuel and insurance. Working day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	20			
16	Excavator (weekend), Zone H	Around 10ton, reaches depth of 3m. Includes transport to site in Zone H , operator, fuel and insurance. Weekend day (excavator available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		excavator-day	3			

Please sum the "Total Costs" column to reduce risk of data entry errors:

Sum (Total costs)	
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LOT2: SERVICE CONTRACT FOR WHEEL LOADER

LOADER ("BUCKET LOADER", "FRONT LOADER", "PAYLOADER") SERVICE CONTRACT FOR 1 MONTH

No.	Item	Requested Specification	Supplier's brand/specification	Unit	Approximate Quantity	Unit Price USD (DDP)	Total Price USD (DDP)	Days Notice Required
1	Loader (weekday), Zone A	Around 5ton, 1m ³ Includes transport to site in Zone A , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.	Manufacturer and model / specifications of loader:	Loader-day	20			
2	Loader (weekend), Zone A	Around 5ton, 1m ³ Includes transport to site in Zone A , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3			
3	Loader (weekday), Zone B	Around 5ton, 1m ³ Includes transport to site in Zone B , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			
4	Loader (weekend), Zone B	Around 5ton, 1m ³		Loader-day	3			

		Includes transport to site in Zone B , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday						
5	Loader (weekday), Zone C	Around 5ton, 1m ³ Includes transport to site in Zone C , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			
6	Loader (weekend), Zone C	Around 5ton, 1m ³ Includes transport to site in Zone C , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3			
7	Loader (weekday), Zone D	Around 5ton, 1m ³ Includes transport to site in Zone D , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			
8	Loader (weekend), Zone D	Around 5ton, 1m ³ Includes transport to site in Zone D , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3			
9	Loader (weekday), Zone E	Around 5ton, 1m ³ Includes transport to site in Zone E , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			
10	Loader (weekend), Zone E	Around 5ton, 1m ³ Includes transport to site in Zone E , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3			
11	Loader (weekday), Zone F	Around 5ton, 1m ³ Includes transport to site in Zone F , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			
12	Loader (weekend), Zone F	Around 5ton, 1m ³ Includes transport to site in Zone F , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3			
13	Loader (weekday), Zone G	Around 5ton, 1m ³ Includes transport to site in Zone G , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20			

14	Loader (weekend), Zone G	Around 5ton, 1m ³ Includes transport to site in Zone G , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Friday, Saturday or public holiday		Loader-day	3				
15	Loader (weekday), Zone H	Around 5ton, 1m ³ Includes transport to site in Zone H , operator, fuel and insurance. Working day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	20				
16	Loader (weekend), Zone H	Around 5ton, 1m ³ Includes transport to site in Zone H , operator, fuel and insurance. Weekend day (loader available for use on-site 8am-5pm with 1hr break) on Sunday-Thursday.		Loader-day	3				
							Sum (total costs)		

LOT 3 – HIRE OF EXCAVATOR WITHOUT OPERATOR, EXW LEASE

No.	Item	Requested Specification	Supplier's brand/specification	Unit	Approximate Quantity	Unit Price USD (DDP)	Total Price USD (DDP)
1	Excavator	Around 10ton, reaches depth of 3m.	Manufacturer and model / specifications of digger:	month	1		
2	Loader	Around 5ton, 1m ³ .	Manufacturer and model / specifications of loader:	month	1		
						Total Cost	

LOT 1 AND 2 - PAST EXPERIENCE AND CAPABILITY:

Please mention relevant contracts awarded to your company within the last two years, especially similar work with NGOs and any work in potentially insecure areas.

No	Project Description	Location	Partner Name	Duration	Project Cost (USD)	Are contact details of a reference available on request?
1						Yes / No
2						Yes / No
3						Yes / No
4						Yes / No
5						Yes / No

Please list your Company main assets relevant to the work above (machine, equipment, premises, warehouses, trucks & heavy machines, boreholes/other water sources etc). In particular, give detailed information about your fleet of water tankers and/or desluding trucks, including sizes other than those requested in the tables above. ACTED may use this information to contact you again in future for other projects.

No	Description	Current location	Quantity
1			
2			
3			
4			
5			
6			
7			

BIDDER'S COMMENTS/REMARKS:

Please continue on a separate blank sheet if necessary

TERMS AND CONDITIONS OF QUOTATION:

1. Valid of the offer: _____ (mandatory: minimum 3 months)
2. Terms of delivery: _____ (mandatory: DDP)
3. Terms of payment: _____

I undersigned _____, agree to provide ACTED, non-profit NGO, with items answering the above specifications, according to the stated conditions and responsibilities that I engage myself to follow.

Name of Company's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____