



*Empowered lives.
Resilient nations.*

INVITATION TO BID

Rehabilitation of 296 Housing Units in Al Ahmadya Neighborhood-Old City Area-West Mosul-Lot-1

ITB No.: ITB-105/19

Project: FFIS

Country: Iraq

Issued on: 3 April 2019

Contents

Section 1. Letter of Invitation	4
Section 2. Instruction to Bidders	6
A. GENERAL PROVISIONS.....	6
1. Introduction.....	6
2. Fraud & Corruption, Gifts and Hospitality	6
3. Eligibility.....	6
4. Conflict of Interests.....	7
B. PREPARATION OF BIDS.....	7
5. General Considerations	7
6. Cost of Preparation of Bid	8
7. Language	8
8. Documents Comprising the Bid.....	8
9. Documents Establishing the Eligibility and Qualifications of the Bidder	8
10. Technical Bid Format and Content.....	8
11. Price Schedule	8
12. Bid Security.....	8
13. Currencies.....	9
14. Joint Venture, Consortium or Association	9
15. Only One Bid.....	10
16. Bid Validity Period	10
17. Extension of Bid Validity Period	11
18. Clarification of Bid (from the Bidders)	11
19. Amendment of Bids	11
20. Alternative Bids	11
21. Pre-Bid Conference	11
C. SUBMISSION AND OPENING OF BIDS.....	12
22. Submission.....	12
Hard copy (manual) submission	12
Email and eTendering submissions	12
23. Deadline for Submission of Bids and Late Bids.....	13
24. Withdrawal, Substitution, and Modification of Bids.....	13
25. Bid Opening.....	13
D. EVALUATION OF BIDS.....	13
26. Confidentiality.....	13
27. Evaluation of Bids.....	14
28. Preliminary Examination.....	14
29. Evaluation of Eligibility and Qualification	14

30. Evaluation of Technical Bid and prices	14
31. Due diligence.....	14
32. Clarification of Bids	15
33. Responsiveness of Bid.....	15
34. Nonconformities, Reparable Errors and Omissions	15
E. AWARD OF CONTRACT	16
35. Right to Accept, Reject, Any or All Bids.....	16
36. Award Criteria	16
37. Debriefing.....	16
38. Right to Vary Requirements at the Time of Award	16
39. Contract Signature	16
40. Contract Type and General Terms and Conditions	17
41. Performance Security	17
42. Bank Guarantee for Advanced Payment.....	17
43. Liquidated Damages	17
44. Payment Provisions.....	17
45. Vendor Protest	17
46. Other Provisions.....	17
Section 3. Bid Data Sheet	19
Section 4. Evaluation Criteria	23
Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities	27
Section 5b: Other Related Requirements.....	29
Section 6: Returnable Bidding Forms / Checklist	31
Form A: Bid Submission Form.....	32
Form B: Bidder Information Form	34
Form C: Joint Venture/Consortium/Association Information Form	36
Form D: Eligibility and Qualification Form.....	37
Form E: Format of Technical Bid.....	39
FORM F: Price Schedule Form	43
FORM G: Form of Bid Security.....	44
FORM G.1: Template for Bid Security Confirmation.....	45
(This should be written in the Letterhead of the Bidder. Except for indicated fields, no changes may be made in this template.)	45
FORM H: Form of Performance Security.....	46
SIGNATURE AND SEAL OF THE GUARANTOR BANK	46

Section 1. Letter of Invitation

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements and Technical Specifications
- Section 6: Returnable Bidding Forms
 - o Form A: Bid Submission Form
 - o Form B: Bidder Information Form
 - o Form C: Joint Venture/Consortium/Association Information Form
 - o Form D: Qualification Form
 - o Form E: Format of Technical Bid
 - o Form F: Price Schedule
 - o Form G: Form of Bid Security
 - o Form G.1: Template for Bid Security Confirmation
 - o Form H: Performance Security
- Annex A – Drawings
- Annex B – BOQ in Excel (attached separately)
- Appendix 1 - Instructions manual for use of the e-Tendering system by suppliers (attached separately)

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

In case your company is not registered in the E-Tendering Module, please use the following temporary username and password to register your company/firm:

Username: event.guest

Password: why2change

Bidders, who registered on the e-tendering, will be able to download the complete bidding documents from the e-tendering website at: <https://etendering.partneragencies.org>

The Procurement notice includes the details of the UNDP focal person and the email provided is Gmail account as per following details:

Site Visit Date and Time:

11 April 2019 between 10:00 a.m. till 12:00 p.m.

Focal Person: Eng. Ahmed Jamel Khalil;

Tel: +964 (0) 7724485067

Email: abobara1967@gmail.com

If you need further information, please feel free to contact the following:

Focal Person in UNDP: Anwar-ul-Haq, Procurement Analyst

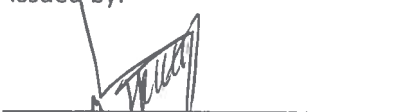
Address: UNDP, Iraq

E-mail address: anwar.ul.haq@undp.org

You may acknowledge receipt of this ITB utilize the "Accept Invitation" function in eTendering system, where applicable. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by:

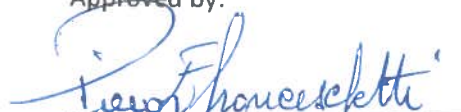


Name: Anwar-ul-Haq

Title: Procurement Analyst

Date: **April 3, 2019**

Approved by:



Name: Piero Emanuele Franceschetti

Title: Head of Service Center

Date: **April 3, 2019**

