

Terms of Reference

Installation of RO unit in Arab Juboor – Baghdad

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Installation of RO unit in Arab Juboor – Baghdad

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Background	Climate change is drastically advancing with Iraq being one of the fastest warming areas on the planet. The country is facing an ascending pattern of temperature rise that is continuing to break historical records and cause increasing energy consumption to meet cooling needs, accompanied by a descending rate of rainfall to one of its lowest seasons in 40 years. Iraq's 42 million people are concentrated in a few locations within the country due to the harsh climate. These conditions have led to a direct impact on the lives of the people and their economic, water, and food security. The harsh climate is influencing the loss of water abundance, which has deteriorated the clean energy generation of hydropower to its lowest levels at the present time, with a representation of 1% of electricity supply. The agricultural sector is directly impacted and is incurring great losses due to the blazing dry weather accompanied by water scarcity. Climate change is diminishing vegetation cover, causing land degradation, a consequent increase in dust storms and desertification that is costing Iraq a loss of 100 Km² annually to deserts, Nearly 3 out of 5 children in Iraq have no access to safely managed water services and less than half of all schools in the country have access to basic water risking children's health, nutrition, cognitive development, and future livelihoods. Rising food demand, urbanization, poor water management as well as climate change have combined to threaten children, the poor and the marginalized. While not the sole reason for water scarcity, climate change results in less rain for agriculture and the deterioration of the quality of freshwater reserves due to the backflow of saline water coming from the Arabian Gulf into freshwater aquifers and increased pollution concentrations. In Iraq, the 2020-2021 rainfall season was the second driest in the last 40 years, caused a reduction of water flow in Tigris and Euphrates by 29% and 73% respectively. UNICEF will continue to support the federal and regional governments, local partners, civil society, and the private sector to address the vulnerability of water resources in the most deprived communities in Iraq. For that, UNICEF have done an assessment to 16 locations in Arab Juboor area- Al Dora- Baghdad including site visits to primary and secondary schools lacking for clean and drinking water. The proposed intervention is installing a water purification unit that works by Reverse Osmosis (RO) system to assist in providing safe and drinking water for the selected schools and community around. The schools benefitted will be: - Al Borroj - Al Niser Al Arabi - Al Tahara - Abi Thar Al Ghafari - Al Elimiyah - Al Naser Scope of work:

	1. The project is owned and managed by the respective engineering department of the Department of Education /Al Kharkh 2 - UNICEF partner. The work, in general, includes the Provision of materials, equipment, labor, and all that is required to make the job complete in every part and detail to complete the job. 2. A nominated supervising engineer (technical committee) from the Department of Education /Al Kharkh 2 and/or UNICEF will supervise the work. 3. A detailed time implementation schedule should be submitted with any specific project to facilitate monitoring and supervision of the technical committee. 4. The implementation period includes the site handover period before the project kicks off as well as the inspection and primary handover. 5. After completion of work, a warranty (maintenance) period of 180 Days will be applied.
Objectives, Purpose & Expected results	Results expected: - 1111 of school students plus 3500 community users including approx. 2075 males and 2536 females will have better access to clean water for drinking and domestic use. - Decrease drops out school rate. - Decrease water born disease including diarrhea and cholera. - Plantation of grass and trees which will become unwinding space. - Saving the environment and decrease the impact of climate change on the long run.
Description of the assignment and Technical and Financial Evaluation	1. The contractor shall appoint qualified engineers with at least five years of professional experience to work full time in supervising the implementation of work during the whole contract and warranty periods as specified in paragraphs 3 above, and both the contractor and his engineer should work closely with the supervisor engineer nominated by the respective DOE, and UNICEF appointed engineer to supervise the implementation of the works. 2. The contractor shall prepare a detailed work plan (Bar Chart) and submit it to the respective DOE and UNICEF within 14 days from the signing date of the contract. The contractor shall also prepare periodic progress reports as requested by supervising engineers and submit them to the local authority and UNICEF. 3. The contractor must commence the contract works within a maximum period of five days from the signing date of the contract, and upon submission of a 10% performance guarantee to UNICEF, and upon receipt of the award letter from UNICEF to local authorities. 4. The contractor shall submit samples of the materials used in the project to the supervisory engineer of the local authority and UNICEF for approval before using them in the work. The supervisory engineer may reject any material that does not comply with the specifications, in which case the contractor without any extra cost should replace the failed materials. The site engineer can ask for any test to ensure the quality of the material used and work. Only approved materials and workmanship should be used. 5. UNICEF will make payments to the contractor according to percentages of completed work certified by the supervising engineer and approved by UNICEF's sections. UNICEF will withhold a retention (warranty) amount of 5% of contract value or value of the completed work whichever is less or in leu, this amount is to be released after satisfactory completion of the defect liability period. 6. Pre – Bid meeting shall be conducted with the technical committee from UNICEF, DOW and DOE. (Online link and all related details will be shared with all of you). 7. Site visit to the location before bidding is a must. Visits shall be verified by school/s, otherwise bids that proved to have no site visits documents will be neglected. (All the school/s information/addresses/ focal contact persons and dates for the site visits will be shared with all of you later).

8. Bids Evaluation process and methods:
- Technical Evaluation, Technical Criteria:

Initial Technical Evaluation Pass/Fill approach:

Item	Mandatory requirements	Supporting Documents	Pass / Fail
1	Site Visit	Evidence of site visit signed/stamped by the beneficiary authority, to be submitted.	Pass/Fail
2	Lead contractor is a legal entity regulated licensed in Iraq	A copy of the certificate of incorporation (i.e., company legal registration/ Valid identification) or equivalent document verifying legal status/capacity in Iraq. International companies are not excluded provided by to be registered in Iraq including in KRI.	Pass/Fail
3	contractor has a well established presence in Iraq	List containing the addresses and all contact details of the lead firm and consortium member's headquarters and all branches (if any), in Iraq.	Pass/Fail
4	contractor keeps update and compliant financial records	The most recent Audited Financial Statements of the lead contractor. (Approved by legal auditor) for at least 1 year within the last 3 years.	Pass/Fail

8.1 Scoring Technical Evaluation:

The Bid shall be evaluated based on technical and financial criteria. The ratio weight between technical and financial criteria is (70:30) Please refer to Annex A (Technical evaluation criteria)

a. Technical Evaluation:

- The Bid shall be technically evaluated as Annex 1
- The passing score of the technical criteria is 46 out of 70, See the criteria on annex below.

b. Financial Evaluation:

- The bidder will be financially scored based on formula below:

Bidder (A) = (Maximum score for price proposal (30 points) x Price of lowest priced proposal among technically passed bidders)/Price of proposal (A)

- c. The total weight of the bidder will be the cumulative of the two above formulas (Technical and Financial).

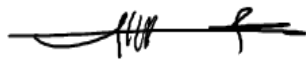
Below is the selection criteria to be used in Bid Evaluation:

Item	Technical Evaluation Criteria	S.Weight
A	Company and organizational profile	30
A1	Company background; years in business in related assignment	10
A2	Evidence of experience in working or familiarity in the same geographical area where the assignment is to be carried out.	5
A3	Approved “similar works” for supply and installation experience of “water/ Oil system like water treatment Projects. The approved similar projects/works to be submitted within list supported by contact info of the managing agency. The similar works that were successfully implemented by the Contractor with the government, / agencies/ Companies. The submitted list to be only for the last 10 years. (Completion evidence to be attached).	15
B	Proposed work plan and approach	30
B1	Proposed work plan (Progress chart) and approach of implementation of the tasks as per the TOR and BOQ and the suggested period	7
B2	Catalogues submission of the required items needed to be supplied and installed,	16
B3	Submission of risks mitigation plan for this project. (Quality Control Plan, safety plan...etc) Detailed plan/s with a clear mitigation measure for each risk type.	7
C	Company technical capacity for the project	10
C1	List of specialized technical staff that will manage and track the supply and installation process, CVs to be shared. Organogram of the company is an asset.	10
Total Scoring		70

Deliverables	• All works shall be accomplished according to UNICEF- General Terms and Conditions as well as the direction of the supervising engineers (supervising committee) formulated by the DOE and the below requirements: • The bidder shall prepare and submit operation and maintenance manuals, technical sheets of the provided materials (If needed), and a time schedule plan. • The contractor shall also be deemed to have read and examined the terms of reference, technical specifications, drawings, and all other relevant documents before completing the bills of quantities. • Unless otherwise directed by the supervising committee, the dismantled parts (not in use any longer) shall be delivered by the bidder to the DOE warehouse and receive a signed good receipt note to be submitted at the end of the project to the formulated final handing over the committee. • No alterations or modifications shall be allowed without prior written approval from both parties, the respective University, and UNICEF. In case such approval is granted, it will not relieve the Contractor from his responsibilities under the contract. All works shall cover the provision of all required complementary supplies and works (not necessarily mentioned in the Bills of Quantities) such as sand, gravel, cement, washers, elbows, bolts, nuts, screws, welding, etc. and laborers (skilled and unskilled). Unless by written authorization from UNICEF the contractor is not to undertake any works outside of the specific BoQ's as provided in the contract. Any demands from any party to undertake any additional works or to substitute any materials or works should be discussed and approved by UNICEF in form of a variation order. • The bidder shall provide the certificate of origin, certificate of the test, and certificate of manufacture. Additionally, the bidder shall submit all test results from independent laboratories. certificates during work implementation. The contractor shall be considered: • Responsible for all defects and damages due to the use of low-performance materials or due to improper workmanship, defect in interior and/ or exterior was pipeline and network, electrical shorts, etc. • Responsible for works and damages due to misuse, user's negligence, theft, deliberate destruction of materials or components, vandalism and inappropriate or unjustified acts or behaviors, wear due to normal use of materials, equipment, and components, or damages due to military conflicts; natural catastrophes...etc. • The bidder shall cover work by suitable insurance at his own cost in line with the UNICEF General Terms and Conditions requirement. • Ensure the best safety (including Covid-19 safety procedure) and security practices in the site for his own employees, everyone on the site. The bidder shall use all required safety measures including safety equipment, personal protection equipment, safety signs, safety training, and inductions when, and where required on the site. UNICEF is not responsible for any accident to any type of injury or death that occurred.	
Reporting requirements	Lists of the reporting guidelines and the reports to be prepared during the assignment as well as deadlines for submission; it includes requirements such as contents, number of copies, language, who should receive the reports, and whether they should be submitted electronically (specify the file format, e.g. "pdf"), in hard copy, or both. Following reports for project milestones are required are:	

	• The bidder shall submit periodic progress reports: The reports shall be submitted one week prior the submission of each payment request. The report shall contain all the works done during the period, enclosed by photos, minutes of meetings signed by all parties, certificates of test results for all inspected materials. • Preliminary handing over report: One technical report shall be submitted after the physical completion of all works and preliminary handing over. This report shall contain all the implementation details as per the BoQs, time correction, signed good receipts enclosed with an official cover letter from the management of the project. • Final report: Final report shall be submitted after completion of the warranty period, and an official approval letter from local authority addressed to UNICEF indicating the successful completion of on-site training. (If needed)
Location and Duration	Location: Arab Juboor – Al Dora – Baghdad Duration: 3 months implementation period + 6 months warranty period.
Qualification requirements	Specifies the professional requirements of the individual(s) and/or team(s) for the assignment including required experience, skills, and qualifications; if applicable: • The project shall be supervised by the assigned project manager from the awarded company, while the project supervision is assigned by the formulated supervising committee by the University. The project manager shall have at least 5-10 years of experience in managing similar projects and should provide solid evidence during the submission of technical offers. The project manager shall have environmental protection experience, Moreover, the project manager shall have a civil, mechanical, or electrical engineering degree and must have proven at least 10 years of experience with government water projects in the fields of construction, operation, maintenance, and operation troubleshooting. • All the mechanical works shall be supervised by a mechanical engineer assigned by the project manager. The mechanical engineer shall have at least 10 years of experience in a similar role supervising mechanical parts within an anticipated project. • All the electrical work shall be supervised by an electrical engineer. The electrical engineer shall have at least 10 years of experience in a similar role supervising the electrical parts within an anticipated project. • Occupational health and safety shall be supervised, maintained, and ensured by occupational health and safety officer qualified and licensed if available and have proven 5 years of experience of work in site with potential high concentration and proven experience in occupational health and safety in construction sites where civil, chemical, mechanical and electrical works are conducted.
Administrative Issues	It is crucial that the bidders, conducts a site before bidding and be acquainted with the type of required works. The contractor must commence the contract works within a maximum period of five days from the site hand over letter UNICEF will make payments to the contractor in US \$ Dollars if it's an entity registered outside of Iraq with a bank account outside of Iraq or in IQD Iraq Dinar if the company is registered in Iraq, with a bank account in Iraq according to percentages of completed work certified by the supervising committee and approved by UNICEF focal person at Iraq Country Office. Please take note; If the financial offer is in i) IQD (Iraq Dinars), it is important for a bidder to have an IQD bank account. ii) If a bidder quotes in any other currency i.e US Dollar (USD), below shall apply: a) Awards will be made based on the currency of their offer. The bidder is required to have a bank account in the

	currency of their offer. b) If a bidder has quoted in USD (US Dollar) or any other currency, for evaluation purposes only, proposals submitted in USD, or any other currency will be converted into IQD using the United Nations rate of exchange in effect on the submission deadline date. UNICEF will withhold a retention (liability) value of not more than 5% of the total contract value or value of the completed work whichever is less. This amount shall be released upon satisfactory completion of the warranty period. The retention amount shall be released by UNICEF after: a- Completion of the maintenance works b-Submission signed minutes of final handing over, enclosed by an official letter after adequate operation and maintenance during the warranty period issued by the University. c- The contract is considered completed when a maintenance certificate is endorsed and submitted to UNICEF stating that all works have been completed and maintained to their satisfaction.
Project Management	For the technical related communications between UNICEF and other parties, UNICEF will provide overall supervision to the subject project by officers and/ or specialists. Assigned representative(s) from DOE will provide day-to-day supervision, oversee the implementation process, and advise UNICEF on the quality of expected results. The bidder shall assign a project manager for day-to-day managing the work implementation and liaise with UNICEF and counterpart (DOE) on all matters related to the completion of this assignment. All activities shall be conducted according to the terms and conditions embedded in the contract with due considerations to UNICEF rules and regulations. The contractor shall also obtain DOE endorsement of all its submittals
Payment Schedule	Payments shall be made to the contractor in installments upon accomplishment of the deliverables and as follows: - First payment: 90% of the contract value will be paid upon completion of 100% works (within the proposed implementation period which is 3 months) as per BOQ items, values, and measurements. - Final instalment: 10% of the total amount of the contract where (5% retention amount upon completion of warranty period of 180 days and 5% performance guarantee to be released after work primary handover), UNICEF shall make payments through bank transfer modality only: the contractor shall provide UNICEF with details of bank account
General Notes	
Any other information	• Where no such comparable rates are available from the bills of quantities UNICEF shall determine such rates as it considers fair and reasonable, due allowance shall be made for the market value of articles purchased, the intricacy and the location of the work involved and the current value of similar work in other contracts.



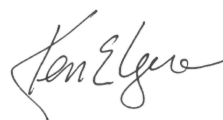
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28.03.2024