**CALL FOR TENDER PRSN10008**

**Introduction:**

DOP (Doctors of Peace) is a commendable non-profit organization with a dual focus on medical assistance and environmental conservation. Founded to operate in regions marred by conflict and disasters, DOP embodies a powerful mission: to safeguard lives, champion human rights, and nurture flourishing communities. A central tenet of DOP's ethos is to provide unwavering support to individuals in dire need, transcending religious, gender, ethnic, and political distinctions. DOP's comprehensive aspirations encompass not only medical interventions but also environmental stewardship. The organization ardently seeks to combat air pollution, champion sustainable practices, and forge a path toward a harmonious and ecologically sustainable world. DOP's pursuit of this mission underscores its commitment to challenging systems that jeopardize our existence.

**Project overview:**

The primary objective of the project is to address the issues by providing people in need with access to high-quality water-based solar energy solutions. In alignment with the decisions made at the United Nations Framework Convention on Climate Change (COP 27, UNFCCC), the project seeks to promote sustainable agriculture and strengthen food security in Khatara village, It recognizes the importance of catering to the specific needs of women, children, youth, indigenous peoples, and local communities. By implementing this project in Sinjar, Khatara, we aim to make a contribution towards the implementation of this decision, the project will actively contribute to creating a cleaner and healthier environment in the Sinjar region.

The project aims to have a positive influence on the people of Khatara village who have partially returned to their homes, by providing access to quality water-based solar energy solutions, the project addresses a critical need in the area, particularly in terms of water scarcity and lack of reliable energy sources. These essential services can serve as incentives for people to consider returning to their homes and rebuilding their lives in the village.

Furthermore, the project's focus on environmental sustainability and climate action aligns with global efforts to combat climate change and promote a greener future, by implementing environmentally friendly techniques and strategies, the project can contribute to creating a healthier and more resilient environment in Khatara. the project aims to influence and encourage those who have not yet returned to consider returning to their homes in the village

**PRSN10008** **Drilling a borehole with a water network line in Khatara (Jabalin) village, Sinuni sub-district, Sinjar district - Nineveh GPS location (36.391291, 41.705831)**

**1. Instructions to tenderers**

By submitting a tender, tenderers fully and unreservedly accept the conditions of this call for tenders, which will constitute the governing of contract as the sole basis of this tendering procedure, whatever the tenderers own conditions of sale may be which they hereby waive. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender dossier. Failure to submit a tender containing all the required information and documentation within the deadline specified will lead to the rejection of the tender.

No account can be taken of any remarks in the tender relating to the tender dossier; remarks may result in the immediate rejection of the tender without further evaluation.

**2. General remarks and special condition**

* All items must be new, sound, fair, in merchantable quality and in line with the technical specifications stated in the Tender Documentation.
* Pre- and Post-delivery inspection shall be done internally to assess item

conformity to the specifications.

* All communication and documentation must be performed in English.
* The company needs to be officially registered in Iraq, and provide a copy of

the contractor Union ID

* Bidders have to use DOP templates.
* The Contracting Authority holds the right to change quantities and slight changes of the technical specifications.
* The Contracting Authority reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
* If there is any permission needed to access the area, the bidder is in charge of obtaining the permission letter by himself. DOP will not provide any permission letter or is facilitating nor assisting this process.
* Site visitation date is on 21 October 2023 at 10:00 am, meeting point is Khatara(Jabalin) village GPS coordinates **36.391291, 41.705831**

**3. Specifications/Quantities**

This tender is for Drilling a borehole with a water network line in Khatara(Jabalin) village, Sinuni sub-district, Sinjar district - Nineveh GPS location (36.391291, 41.705831). All applications must comply and adhere to at least the specifications and conditions described in the BoQ (Annex III).

DOP understands that there is a wide range of prices and qualities of items in the market. Please quote the price for the item that best matches the specifications stated in Tender Documentation.

**4. Site location**

All work materials and items are to be supplied Khatara (Jabalin) village, Sinuni sub-district, Ninewa Governorate, Iraq. The contractor will be responsible for all works including all materials, labour, transportation, installation, and connections. All units need to be fully completed and functional and ready for handover.

**5. Work Schedule**

The work must start latest on the end of October 2023.

The exact completion schedule will be negotiated and agreed with DOP in Sinini and will be detailed in the contract.

**6. Delivery Schedule**

The Drilling borehole and all related activities must be delivered by of **November 2023.**

The exact delivery date will be negotiated and agreed upon with DOP in Sinuni and will be detailed in the contract.

Early delivery shall be accepted while late delivery shall be accepted only with a penalty as per contract terms.

**7. Ordering Party**

Doctors of Peace (DOP)

Sinuni Center sub-district

Sinjar District-Nineveh

**8. Consignee**

Khatara (Jabalin) village, Sinuni subdistrict, Sinjar district, Nineveh Governorate

**9. Documents**

The following documents must be submitted before the tender closing date:

* Signed and stamped Tender Document (**All Pages**). (6 Pages)
* Duly filled, signed, and stamped RFQ10008 WATER Borehole (RFQ Summary) (Annex I)
* Duly filled, signed and stamped Technical specifications (Annex II)
* Duly filled, signed and stamped Drilling a borehole in Jabalin village(BOQ) (Annex III)
* Duly filled and signed and stamped References (Annex IV)
* Copy of company registration in Iraq / Certificate of Establishment (شهادة التأسيس)
* Copy of latest tax clearance with the government of Iraq (or the KRI equivalent)

**NOTE: Failure to submit any of the above-mentioned documents will lead to disqualification**

The following documents will be requested from the Supplier after delivering all the goods:

* Commercial Invoice (original) in English on the letter headed paper addressed to the Ordering Party
* Good Received Note signed by the recipient as proof of delivery.

**10. Inspection**

The Contracting Authorities shall be entitled to inspect, examine measure and test the components, materials and workmanship, and check the progress of preparation, fabrication or manufacture of anything being prepared, fabricated or manufactured for delivery under the contract, in order to establish whether the components, materials, and workmanship are of the requisite quality and quantity. This shall take place at the place of manufacture, fabrication, preparation or at the place of acceptance or at such other places as may be specified in the Contract.

For the purposes of such tests and inspections, the Contractor shall:

1. Provide to the Contracting Authorities or his representative, temporarily and free of charge, with such assistance, test samples or parts, machines, equipment, tools, labor, materials, drawings, and production data as are normally required for inspection and testing.
2. Provide access to the Contracting Authorities or his representative, at all reasonable times to the place where the tests are to be carried out.

An independent surveyor company shall also execute this inspection on quality and quantity at the time and place prior or at loading (before shipment to the destination). One inspection per project will be on behalf of the Contracting Authorities. Any additional inspection shall be on the contractor. Goods not meeting agreed quality would be rejected. In case goods are rejected, the contractor will contractually be obliged to pay already incurred fees for rejected goods and for such fees that will become payable to the inspection company due to multiple interventions and/or fruitless visits and for goods inspected but eventually remained unshipped.

**11. Penalties**

Delivery schedule will be negotiated and fixed in order. In the event of delay in delivery caused other than by force majeure the respective Contracting Authorities are entitled to make use of a penalty of **5/1000** per day of the total value of the work still to be completed, on the concerned delivery date. The penalty will be deducted from the invoice. In the event of incomplete delivery caused by the contracted tenderer, the respective Contracting Authority is entitled to deduct the losses from the invoice. In case of damaged cargo caused by inappropriate packaging or handling errors, the respective Contracting Authority reserves the right to deduct from the relevant order sum an amount according to the variance to the requested specification. In case the quality is not in line with specifications initially agreed by both sides, the contracted tenderer has to inform the respective Contracting Authority as soon as possible. Goods not meeting agreed quality can be rejected by the respective Contracting Authority, but if the respective Contracting Authority accept these goods, a deduction from the order sum and a penalty will be negotiated.

**12. Guarantee**

The goods offered should conform to the specifications stated in the Itemised Bill of Quantities (Annex III).

If any items delivered to the final destination do not match the samples approved during the inspection, they will be rejected, and the Supplier will have to replace them at his own expense. The supply should indicate in the offer the warranty period for the sheep dips.

**13. Prices**

The price shall include the cost of materials, installation, packaging, labelling transportation, loading, unloading, Taxes, ICR, and any other overhead expenses.

* All prices must be indicated in **USD (United States Dollars)** and **IQD (Iraqi Dinars**).
* When needed, all costs in USD shall be exchanged to IQD according to the Central Bank of Iraq exchange rate.

**14. Calculation Mistakes**

Bids submitted by interested bidders will be checked for any arithmetical errors in computation and summation. Errors will be corrected by the evaluation committee as follow:

Where there is a discrepancy between a unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will be the price considered. Amounts corrected in this way will be binding on the bidder. If the bidder does not accept them, the bid will be rejected.

**15. Payment Conditions and Schedule**

Payment shall be made in **USD (United States Dollars)** and **IQD (Iraqi Dinars)**.

Supplier needs to have **USD and IQD** bank account under the company name.

Payments due by the respective Contracting Authorities shall be made to **the bank account under the company’s name or by cheque to the company’s name only** mentioned on the Quotation Summary -RFQ Summary (Annex I) of the tenderer and confirmed in the Contract.

The contractor is in charge of covering the bank fees. **DOP WILL NOT PAY EXTRA FOR BANK FEES**.

Payment shall be made by Cheque or Bank Transfer against documents (CAD) within twenty (20) working days from the receipt of the correctly signed and stamped documents stated in Article 9. at DOP Office in Sinuni.

Payment schedule on account shall be made in accordance with the progress of the works in accordance with achievement of following executed works:

• **1st payment:** 40% of the total amount According to measured works after completion of 50%

• **2nd payment:** 50% of the total amount According to measured works after completion of 100%

• **3rd payment** (Retention): 10% of the total amount to be paid within 3 three months after full acceptance of the works by DOP.

Change of the payment schedule could be done by DOP only, according to the work progress measured by DOP Engineers.

**16. Selection Criteria**

Awarding criteria:

* 50% Price
* 15% Delivery and Installation time
* 5% Experience (number of relevant contracts with NGOs).
* 30% Quality of the Samples and Technical interview

Number of Contracts with NGOs will be evaluated as follow:

* Please attach only the relevant contracts with your bid
* If contracts are not attached, points will not be considered.
* Providing more contracts will not increase the points.

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| --- | --- | --- | --- | --- |
| 1 Contract | 2 Contracts | 3 Contracts | 4 Contracts | 5 Contracts |
| 1 point | 2 points | 3 points | 4 points | 5 points |

**Exclusion criteria:**

Any of the following documents missing or not duly filled, will be considered a reason for exclusion:

* Annex I, Annex II, Annex III, Annex IV
* Company registration documents or Contractor union ID
* Documents mentioned in Article 9 above.

**17. Tender Conditions**

The tenders, all correspondence and documents related to the tender exchanged by the tenderer and the

Contracting Authorities must be written in the language of the procedure, which is English.

Quotations must specify all details according to the tender text. Incomplete offers and offers that arrive later than the deadline for reply will be automatically excluded. All responses will be opened by the Doctors of Peace tender committee.

Suppliers who do not receive a written feedback within twenty-five (25) working days after the expiry of the deadline have not been successful.

The deadline for receiving Questions about this tender is **23 October 2023 at 12:00 am hours** Iraq Local Time.

For any enquiries related to Tender, please direct your enquiry to the following email address: [Tenders@dop-ngo.org](mailto:Tenders@dop-ngo.org)

The applicant should print and stamp all documents and send them as a one package to the DOP official email [Tenders@dop-ngo.org](mailto:Tenders@dop-ngo.org) with the subject “**PRSN10008** “

**The following Annexes form part of this Tender Documentation:**

**Annex I:** RFQ10008 WATER Borehole (RFQ Summary)

**Annex II:** Technical specifications

**Annex III:** Drilling a borehole in Jabalin village (BOQ)

**Annex IV:** References