

Tender Schedule for Renovation Work of One Stop Crisis Cell (OCC)

ActionAid is an International Development Organisation working over 45 countries across the world with people living in poverty since 1972. One of the main working areas of ActionAid is to response in emergency and humanitarian crisis.

Like other humanitarian response, ActionAid Bangladesh (AAB) is providing support in Host Community & Rohingya Camps at Cox's Bazar. Presently we are going to procure below mentioned materials for UNFPA Supported One Stop Crisis Cell (OCC) Project activity at Upazila Health Complex, Teknaf, Cox's Bazar.

Scope of Tender:

ActionAid Bangladesh invites sealed quotation/tender for the renovation work of OCC following BOQ. We invite suppliers to bid for the work specified in the attached BOQ:

- I. BOQ-OCC-Teknaf : Annexure-A

Language:

As determined by ActionAid Bangladesh the working language of this tender is English.

Contractor/Vendor/Supplier Contract:

Vendor/Supplier Name:	
Address:	
Contact No:	
Email:	

Financial Proposal for the OCC Renovation:

Sl.	Item name	Unit	Quantity	Rate (BDT)	Total (BDT)
1	One Stop Crisis Cell (OCC) Renovation Work at Upazila Health Complex, Teknaf (Attached BOQ-OCC-Teknaf: Annexure-A)	Job	01		
Grand Total including VAT and all other costs.: BDT					

The mentioned above rates are including VAT, TAX, transportation, installation, and other related cost.

Require Documents/Papers:

To qualify the preliminary selection quotation must be accompanied with the following updated documents:

Name of Document	Yes/ No	Name of Document	Yes/ No
Trade License (updated)		VAT registration certificate (online)	
TIN Certificate		Income Tax Certificate (updated)	
Bank Solvency Certificate		Related Work Experience Documents (if any)	
Company profile (if any).			

Schedule of Tender:

1. **Date of Tender publication in Daily Newspaper:** 22nd June 2022.
2. **Tender Schedule collection:** 22nd June 2022 to 29th June 2022 from 09:00 am to 05:00 pm on all working days.
3. **Last date of Tender Dropping:** 29th June 2022 within 01:00 PM.
4. **Tender Opening:** 29th June 2022 at 02:00 pm in AAB Cox's Bazar office. One representative from each supplier/contractors /bidder will be allowed to attend the tender opening event, if interested.
5. **Tentative Date of issuing work order:** 06.07.2022.
6. **Tentative Date of Starting Delivery:** 17.07.2022.

Terms & Conditions:

1. The Bidder must review the BOQ (as per annexure-A) of required work and fill up it properly before submitting the offer to ActionAid Bangladesh.
2. **Security deposit/earnest money 5% of the Purchase Order value** to be deposited in favour of ActionAid Bangladesh by awarded vendor before signing the Purchase Order through Bank Draft/Pay Order. This Security Deposit to be returned after satisfactorily completion of the delivery
3. Interested vendor / Contractors / Suppliers should submit hard copy quotation using company letter head pad in the Tender Box kept at the reception room/in front of the Security Desk of AAB Cox's Bazar office, House No: 752, Block: C, Ward: 11, Jhautola Masjid Road, Cox's Bazar-4700) **on or before 29 June 2022, 1:00 pm. Technical and Financial proposals sealed in one envelopes to be submitted.** "Technical proposal & Financial Proposal for the work" to be written on the Envelop for technical proposal and Financial Proposal.
4. Tender Schedule Collection: Tender documents to be collected from 22-29 June 2022 on all working days from 09:00 am to 5:00 pm. Hardcopy tender documents are available for collection with the Security Guard at the entrance /main gate of ActionAid Bangladesh, Cox's Bazar Office, House: 752, Block: C, Ward: 11, Jhautola Masjid Road, Opposite to Radiant Fish World, Cox's Bazar 4700. Softcopy of tender documents may be downloaded from ActionAid Bangladesh Website.
5. Only one organization/firm can participate in the bidding process under the same proprietorship or family. If found more than one organization under above condition, then both the organizations will be termed as non-responsive.
6. Alternative offer is not acceptable. Any condition from the bidder will not be acceptable by AAB management.
7. Volume of work may maybe increase/decreased and payable amount will be fixed up according to the changes
8. No tender will be accepted/considered after the submission deadline.
9. Carrying, loading, unloading & installation: Offered rate will be included with the cost of carrying, loading, unloading and installation etc.

10. Specification / Details of Items: Bidder need to mention details specification based on / equivalent with the requirement with brand, sizes, thickness, materials, model, country of origin etc. that you will deliver. These detailed specifications etc to be included in the technical proposal (where applicable)
11. Bidders need to mention warranty period of the supplied items (where applicable).
12. All items must comply with the standards and measured as specified.
13. Selected Bidder (s) will submit sample of each item before issuing Work Order if required.
14. Selection criteria: The evaluation criteria for both the technical and the financial reviews will be established in the RFP (Request for Proposal) stressing the key areas of importance that will be considered in the evaluation. In addition, the ratio between technical proposal and financial proposal factors is 60/40 weighting (technical /financial). Proposals will be evaluated, ranked, and awarded based on a definition of “best value” considering both technical and financial factors.
15. Materials delivery, installation and Work location: One Stop Crisis Cell (OCC), Upazila Health Complex, Teknaf, Cox’s Bazar. Detailed delivery schedule and work plan will be provided with the Work order.
16. Updated Trade license, Income Tax Certificate, e-TIN Certificate, e-VAT registration certificate, Bank solvency certificate should be provided along with the quotation.
17. Tax & VAT will be deducted at the time of payment as per the government rules. The quoted price will be inclusive of VAT and all other costs related with this procurement.
18. Incomplete bid will be rejected on site.
19. Offer Validity: 60 days from the date of tender submission.
20. Payment mode: No advance or partial payment will proceed. Payment shall be made through bank transfer (BEFTN) or A/C Payee Cheque within 04 weeks after acknowledgement of the above-mentioned items in good condition and receiving of relevant documents.
21. The assigned Engineer of ActionAid Bangladesh will monitor the quality and progress of work. Based on his endorsement ActionAid will process the payment
22. Compliance of using green materials & green manufacturing environment is highly appreciated.
23. Bidder shall agree to the core labour standard & abolition of child labour, respect legislation of country on women rights & gender equity and will not employ / engage child labour in his organization
24. ActionAid Bangladesh is not bound to accept the lowest bidder.
25. ActionAid Bangladesh has the right to accept / cancel of any /all tenders without showing any clarification whatsoever.

Quotation/Tender Basis:

- If vendor have any additional request and conditions, this must be stipulated in a separate letter accompanying the bid.
- Bids shall be made in writing calculated in BDT only and clearly stated on the table mentioned above.
- Applicant shall attach a detailed timetable for carrying out the delivery and propose ways and means to realize the delivery. For supplying goods /materials, the final handover date should be mentioned.
- ActionAid Bangladesh is not liable for any damage to the applicant person or property in the event that something should occur.
- ActionAid Bangladesh strongly recommends that all applicants take extra precaution when visiting/delivering supplies or doing the construction work. If any legal issue is raised, the contractor/vendor will be responsible to respond and address. In such cases ActionAid Bangladesh will be not liable.

Disqualification of Applicants:

- If they are guilty of serious misinterpretation/misrepresentations of facts in supplying information.
If they are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in ActionAid Bangladesh). If contractor/vendor declared the conflict of interest with a separate note with the tender document this clause will be not applicable.
- If they have been reported for/under litigation for child abuse.
- If they will not follow the terms and conditions mentioned above.

Bid Evaluation:

The Procurement Panel will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the Procurement Panel may, at its discretion, request support/clarification from the ActionAid Bangladesh staff or consultant. In addition of Require Documents/Papers mentioned in the above Procurement Panel may take into account other criteria, including, but not limited to record of past performance, integrity, community rapport etc, when assigning companies to the designated short list.

Acceptance of Successful Quotation/Tender:

Taking into consideration selection criteria, ActionAid Bangladesh will make the final decision of the awarded Contractor/supplier/vendor. ActionAid Bangladesh will then send an email of acceptance / telephone call (whichever is feasible) to the successful applicant. After submitted documentation from the selected firm has been verified (if any), the firm will then be obliged to sign the Contract/Purchase Order for the stated amount. Any amendment to the awarded tender will be documented as an “Annexure” to the contract and will be determined by ActionAid Bangladesh.

Contact: For any of related information contractor/vendor/supplier may communicate with ActionAid Bangladesh through email ID: aab.mail@actionaid.org.

Read, Understood and Signed By:

Name of Authorized Person :
Name of Firm/Company :

Signature :

Date :

Company Seal :

ACTIONAID BANGLADESH
OCC RENOVATION OF UPAZILA HEALTH COMPLEX, TEKNAF, COX'S BAZAR

Annexure-A

Sl. #	Description of items	Quantity	Unit	Unit Cost (BDT)	Amount (BDT)
A	CIVIL WORK: (A)				
A.1	Earth work in excavation of foundation, floor & walkway. All works should be completed to the direction of the EIC/AAB.	260	cft		
A.2	Sand Filling: Sand filling inwalkway with fine local sand having minimum (FM) of 1.50.	210	cft		
A.3	Single layer brick flat soling with first class brick at the base of the walkway.	350	sft		
A.4	Polyethylene Sheet: Providing single layer polythene sheet (0.18mm thick) under foundation & floor.	420	sft		
A.5	Mass concrete in foundation, floor, stair & walkway using mixing ratio (1:2:4) with cement, brick chips and sand of F.M. 2.2, all must be completed and accepted by the EIC/AAB.	130	cft		
A.6	250 mm brick wall with first class bricks for foundation work & brick column.	260	cft		
A.7	125 mm brick wall with first class bricks for partition & boundary.	820	sft		
A.8	12mm thick plaster with NCF (1 : 4) removing old plaster or new wall over brick wall, floor, rcc ceiling, veranda, walkway and column etc.	3460	sft		
A.9	Weather coat including sealer on exterior wall. All should be selected & completed as per direction of the EIC/AAB.	1800	sft		
A.10	Plastic paint including sealer on interior wall & ceiling. All should be selected & completed as per direction of the EIC/AAB.	3000	sft		
A.11	Supply & fittings floor tiles (16"x16") for floor removing old plaster confirming 12" scirting level.(Grade A, Akij, Great wall, Fresh, Alekjender, Monalisa, Star etc.)	1350	sft		
A.12	Supply & fittings Wall tiles (8"x12") for wall removing old plaster .(Grade A, Akij, Great wall, Fresh, Alekjender, Monalisa, Star etc.)	650	sft		
A.13	Supplying, fitting and fixing all completion of Aluminum Window & fixed glass using 6mm invisible transperant glass. Use PHP angle, channel & all other respective materials.	300	sft		
A.14	Supplying,welding, fitting and fixing all completion of MS grille for window & gate including red oxide and anamel painting. Use 12mm square bar@3" c/c for grille (design will be confimed by Engineer).	340	sft		
A.15	Supplying,welding, fitting and fixing all completion of MS Collapsible gate including red oxide and anamel painting. Use 25mmx25mm MS angle & confirm bearing in top & bottom part (design will be confimed by Engineer).	50	sft		

A.16	Supplying, fitting and fixing all completion of Aluminum Sliding door & fixed glass using 6mm invisible transparent glass. Use PHP angle, channel & all other respective materials.	210	sft		
A.17	Supplying, fitting and fixing all completion of RFL/Bravo metal door (Design must be selected by EIC/AAB).	2	nos		
A.18	Supplying, fitting and fixing all completion of (RFL uPVC door 2.5' x7') komando door trigon/cosmic door piston/spiral/stiff/bronze with haze bolt lock, water proof, durable and free to move.	5	nos		
A.19	Supply, fitting & fixing of Gypsum false ceiling with decoration of corner bit, double border, double layer ceiling & lighting. Design & materials must be selected by EIC/AAB.	1200	sft		
A.20	Supply, welding & fittings of 25mm x25mm x 3mm MS angle for walkway roofing. [for rafter, purline & bracing]	600	ft		
A.21	Supply, welding & fittings of 38mm x38mm x 4mm MS angle for walkway roofing. [for ridging board]	150	ft		
A.22	0.50 mm thick (Blue Colored) Profile Sheet for roofing: fitting and fixing on wooden frame with nut-bolt/nail, limpet washers and putty etc. all complete and accepted by the Engineer.	665	sft		
A.23	0.50 mm thick (Blue Colored) Ridging Sheet for roofing: fitting and fixing on wooden frame with nut-bolt/nail, limpet washers and putty etc. all complete and accepted by the Engineer.	82	ft		
B	SECURITY BOX, INFORMATION DESK & CORRIDOR: (B)				
B.1	Earth work in excavation of foundation, floor & walkway. All complete to the direction of the EIC/AAB.	110	cft		
B.2	Sand Filling: Sand filling inwalkway with fine local sand having minimum (FM) of 1.50.	85	cft		
B.3	Single layer brick flat soling with first class brick at the base of the walkway.	60	sft		
B.4	Polyethylene Sheet: Providing single layer polythene sheet (0.18mm thick) at the bottom of wall foundation & floor.	83	sft		
B.5	Mass concrete in foundation, floor, stair & walkway using mixing ratio (1:2:4) with cement, brick chips and sand of F.M. 2.2 all complete and accepted by the EIC/AAB.	26	cft		
B.6	250 mm brick wall with first class bricks for foundation for brick wall, stair & Brick Column using cement (CEM II), sand (F.M. 2.2) & mortar (1:4) and all complete and accepted by the EIC/AAB.	166	cft		
B.7	125 mm brick wall with first class bricks for foundation for brick wall using cement (CEM II), sand (F.M. 2.2) & mortar (1:4) and all complete and accepted by the EIC/AAB.	105	sft		

B.8	12mm thick plaster with NCF (1 : 4) removing old plaster over brick wall, floor etc. using the scaffolding and curing at least for 7 days all complete as per direction of the EIC/AAB.	255	sft		
B.9	0.50 mm thick (Blue Colored) Profile Sheet for roofing: fitting and fixing on wooden frame with nut-bolt/nail, limpet washers and putty etc. all complete and accepted by the Engineer.	110	sft		
B.10	Supply, welding & fittings of 38mm x38mm x 4mm MS angle for roofing.	75	rft		
B.11	Supply, fittings & fixing of PVC false Ceiling.	60	sft		
B.12	Supply, fittings & fixing of PE foam under profile sheet.	60	sft		
B.13	Supplying, fitting, fixing & all completion of Aluminum Window & fixed glass using 6mm transparent glass. Use PHP angle, channel & all other respective materials.	80	sft		
B.14	Supply, fittings & fixing of PVC Door (2'x6', RFL comando)	2	nos		
	Supply, fittings & fixing of MS Door (2.5'x3') using 35mmx35mmx3mm angle & 20 guaze GI sheet.	1	nos		
B.15	Supply & fittings floor tiles (16"x16") for floor & corridor removing old plaster confirming 12" scirting level.(Grade A, Akij, Great wall, Fresh, Alekjender, Monalisa, Star etc.)	850	sft		
B.16	Plastic paint including sealer on interior wall & ceiling. All should be selected & completed as per direction of the EIC/AAB.	300	sft		
C	ELECTRICAL WORK: (C)				
C.1	Fitting & fixing of Electric switch box with 4 switch & 1- 3 pin socket with other fitting	16	nos		
C.2	Fitting & fixing of 7.29 copper electric cables (double wire) using 1.5"x1" pvc first class white colored channel.	400	yrd		
C.3	Supply & fitting of holder (best quality)	38	nos		
C.4	15W LED light (Best quality)	38	nos		
C.5	15W Spot light (Best Quality)	30	nos		
C.6	Fitting & fixing of 8-pin socket (best quality)	23	nos		
C.7	Supply & fitting of 56" ceiling fan (VISION, Royel,VIS Maxima, VIS Harmony) including switch & regulator	12	nos		
C.8	Fitting & fixing of Circuit breaker.	1	nos		

D	SANITARY WORK:(D)			
D.1	Fitting & fixing of 1" upvc pipe including all other fittings items (best quality)	250	ft	
D.2	Fitting & fixing of SS bibcock (best quality)	10	nos	
D.3	Fitting & fixing of Ceramic basin with stand & SS moving Pilar cock and including all materials (Charu CM 130)	4	nos	
D.4	Fitting & fixing of hand shower (best quality)	4	nos	
D.5	Fitting & fixing of SS shower (best quality)	2	nos	
D.6	Fitting & fixing of SS towel rail (best quality)	6	nos	
D.7	Fitting & fixing of SS soap case (best quality)	6	nos	
D.8	Fitting & fixing of face mirror 18" x 24"(foreign brand, best quality)	2	nos	
D.9	Fitting & fixing of plastic drain ceiver((best quality)	5	nos	
D.10	Fitting & fixing of plastic tissue box((best quality)	4	nos	
D.11	Fitting & fixing of ceramic High pan with flash box (Charu CM.18)	2	nos	
D.12	Fitting & fixing of ceramic squatting pan with flash box (best quality)	1	nos	
Grand Total: (A+B+C+D) Including VAT, Tax & all other costs				