

Terms of Reference for Rehabilitation of Water Supply System

1. Activity background

World Vision International-Afghanistan received a project from WV-Australia for flood response to Rehabilitate water supply system affected by recent Flush Flood In Ghor Province.

#	Activity Description	District	Village
1	Rehabilitation of Solar Powered water supply system	Dawlat-Yar	Kushk-allayar
2	Rehabilitation of Gravity Fed water supply system	Charsada	Khafak

2. Scope of work

Objective: The objective of this Terms of Reference is to guide a bidding exercise to identify suitable contractors in executing the Works described below within the agreed quality, budget, and timeline.

Nature of Work: This construction intervention covers Construct and Rehabilitate Sanitation Facilities in Health Centers as described in the TOR, Scope of Works, Bill of Quantity (BOQ), Technical Specification, and design drawing are attached to the bidding document.

Division of activity into Deliverables: These activities are divided in to two parts as shown in the table (1):

Table.1-Activity Deliverables

#	Construction Deliverables	Quantity	Remarks
1	Rehabilitation of Solar Powered water supply system	1 Location	The water system is affected by flush flood and is currently dysfunctional
2	Rehabilitation of Gravity Fed water supply system	1 Location	The water system is affected by flush flood and is currently dysfunctional

Site Visit: Potential Bidders shall visit the sites before submitting their offers to get familiar with site conditions that may affect their offers. Potential Bidders are expected to make their own arrangements to visit the site on their own expenses. WVA-A shall accept no excuse or claim whatever from the selected engineering firm for not knowing or being able to properly evaluate the site condition and requirements for the activity to be carried out. Questions should be submitted in writing to WVA-A in accordance with instruction provided under the ITB.

Environmental requirement: All construction and rehabilitation work implemented directly or indirectly by the contractor shall be in line with the environmental friendliness requirements. All construction works are required to adopt tree planting within the project sites, the species of trees planted will be approved by WV in consultation with the community.

General Specifications: The construction works shall be carried out in accordance with Drawings, Bill of Quantities and Technical Specifications provided under ITB and in accordance with all construction standards

applicable in Afghanistan. (An annex is provided on the different technical requirements and guidance required for the project)

3. Expected Deliverables and time frame

This activity is expected that will be completed within one and a half calendar months from the Start Date plus (6) months Defects Liability Period (DLP). It is important to measure number of labors that will be allocated on this project to maintain timeliness works completion. WVI-A will issue partial and final payments upon satisfactory completion of each Deliverable within the specified stages. The Potential Bidder may propose additional, or alternative, Deliverables to suit their recommended sequencing of the Works and expected cash flow during execution of the Works. WVI-A will consider the Proposal as part of the technical evaluation. Below are the expected deliverables, time frame and payment distribution from WVI-A as a reference in preparing Financial Proposals:

Table.2- Deliverables and Timeframe

#	Deliverable	Estimated start date	Estimated End date	Total number of days	Suggested Payment Distribution
1	Rehabilitation of Solar Powered water supply system	25/Sep/2024	10/Nov/2024	45 days	One installment at 100% completion
2	Rehabilitation of Gravity Fed water supply system	25/Sep/2024	10/Nov/2024	45 days	One installment at 100% at completion

4. Criteria for Evaluation and Scoring Matrix for WASH (Water Sanitation and Hygiene) Projects: Water Supply Networks and Rehabilitation Works

- This document outlines the comprehensive criteria and scoring matrix utilized in the evaluation of WASH projects focusing on water supply networks and rehabilitation efforts. The evaluation criteria are designed to ensure rigorous assessment and selection of projects that align with quality standards and community needs.

Technical Criteria:

- Design Compliance: Adherence to technical specifications for rehabilitation of water supply system.
- Construction Quality: Evaluation of construction methods, materials, and adherence to industry standards.
- Infrastructure Sustainability: Assessment of the project's long-term durability and sustainability of water supply infrastructure.

Operational Criteria:

- Functionality and Performance: Evaluation of operational efficiency and effectiveness of rehabilitated water supply networks.
- Maintenance Requirements: Assessment of maintenance plans and requirements to ensure sustainable operation post-rehabilitation.

Community Impact Criteria:

- Accessibility: Evaluation of improved access to safe water and its impact on community health and well-being.
- Social Inclusivity: Assessment of equitable distribution and access to water resources among different demographic groups.

Financial and Administrative Criteria:

- Budget Adherence: Evaluation of project expenditures and adherence to budgetary constraints.

- Procurement Efficiency: Assessment of procurement processes to ensure cost-effectiveness and transparency.

Scoring Matrix:

- Each criterion is assigned a weighted score based on its importance and impact on project success.
- Scores are aggregated to provide a comprehensive evaluation of each project proposal.
- This framework ensures that WASH projects addressing water supply networks and rehabilitation are evaluated methodically, emphasizing technical excellence, operational sustainability, community impact, and financial prudence.

5. ELIGIBILITY AND QUALIFICATIONS

The Potential Bidder shall provide all the information and documentation requested in this section with its offer. Failure to submit the information below will disqualify the Potential Bidder.

Most Advantageous Bid: The WVI-A will use the criteria and methodologies listed in ESSENTIAL CRITERIA below to determine the Most Advantageous Bid for Contract Award. The Most Advantageous bid is the bid that meets the qualification criteria and has been determined to:

- A. Substantially meet the Eligibility Requirements.
- B. Meet the minimum passing marks of the Technical Criteria that is 70 points out of 100.
- C. Substantially meet the Financial Capability Criteria.
- D. The lowest evaluated Bid.

A. ESSENTIAL ELIGIBILITY REQUIREMENTS

- The Bidder shall have the legal capacity to enter into a contract, including registration of the supplier in a country eligible for contracting; the bidder shall furnish a valid business license along with its bid.
- Written power of attorney of the signatory of the bid to commit the bidder; The Bid shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of written confirmation of Power of Attorney. The name and position held by each person signing the authorization must be typed or printed below the signature.
- Declaration of Conflict of Interest Form. Bidders found to have a conflict of interest shall be disqualified. Failure to disclose such information may result in the rejection of the bid.
- Bankruptcy-the bidder should not have been declared bankrupt or involved in bankruptcy or receivership proceedings and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future;
- Supplier Code of Conduct Form under ITB: adherence to supplier code of conduct & safeguarding, Ethical principles such as no child labor, etc. the relevant form must be completed, signed and stamped.
- Vendors Qualification and Registration under ITB: Accurately complete, signed and stamped.
- Deviation in payment schedule- No advance payment is made. Bidders that precondition acceptance of their bid to 'advance payment' will be considered non-responsive
- **Accurately completed, signed and stamped this ITB and relevant attachments including BOQ, drawings and technical specifications.**
- Bidder shall commit having physical presence or office in [Herat Province] during the implementation of the project until the works are completed and successfully delivered to WVI-A.

- Bidder shall submit tax clearance certificate as part of its offers, failing to meet this requirement will disqualify bidder from the process.

B. TECHNICAL CRITERIA

Site Visit [20 Mark]: In order to help the bidder to have a better understanding of the project technical requirements including geographical history of the target sites, the bidder/s shall review the project BoQ and ToR and conduct a site visit from all construction sites and provide comprehensive and detailed report explaining if there is any challenges such as technical, insecurity, obstacles working with the community and etc. before project implementation. The bidder report to be supported by attaching some relevant photos to ensure the bidder has a clear understanding from the subject activity. The report and photos must be in the same folder and the folder properly named under each location. The below site visit scoring method will be applied:

1. Site Visit	
Scoring Procedure	Allocated Marks
<ul style="list-style-type: none"> • The bidder shall provide its findings from the site visit in terms of a brief report and attach Minimum THREE relevant photos from each site that can demonstrate its understanding from the Contract implementation site (20Marks). • The bidder shall provide its findings from the site visit in terms of a brief report and attach TWO relevant photos from each site that can demonstrate its understanding from the Contract implementation site (8 Marks). • The bidder shall provide its findings from the site visit in terms of a brief report and attach ONE relevant photo from each site that can demonstrate its understanding from the Contract implementation site (6 Marks). • If the bidder provides THREE Photos from each site but does not provide its findings from the site visit in terms of a brief report (5 Marks). • If the bidder provides only TWO Photos from each site but does not provide its findings from the site visit in terms of a brief report (4 Marks). • If the bidder provides only ONE Photos from each site but does not provide its findings from the site visit in terms of a brief report (2 Marks), • If the bidder neither provides photos from the contract implementation site as evidence of conducting site visit nor provide its finding report form, its site visit (Zero Marks). 	20 Marks
2. Bidder Experience for the similar works or an equivalent	
<ul style="list-style-type: none"> • Number of years as Construction Company providing similar services. 10-20 years' experience (3 marks), 5-9 years' experience (2 marks) and less than 5 years' experience (Zero marks) • List and documents of services of similar nature completed in past three (3) years with reference and contract value of not less than 40,000.00 USD (15 Marks) 	20 Marks

<ul style="list-style-type: none"> Type of clients to whom the services were provided (Government, private sector, UN Organizations, others). (Any of the sector: 2 Marks) 	
3. Proposed Step by step for the works (Approach, Methodology, Schedule of works, Quality & Time Control Plan)	
<p>Understand of scope and objectives of the entire works:</p> <ul style="list-style-type: none"> Proposed Implementation Plan showing the overall approach to be adopted in the execution of the works. Detailed Quality Control and Monitoring to be used in the execution of the Works, addressing anticipated risks, handling of materials, workmanship and record keeping on site to track daily progress. Ensure the method statement describes how the contractor will execute the task from mobilization to commissioning. Systematically present the Ghant chart showing a sequence of activities required to execute the works in the specified timeline of one and a half months 	20 Marks
4. Ownership of Equipment necessary to execute the works;	
<ul style="list-style-type: none"> The bidder providing list of at least five (5) Major pieces of equipment's required to enable the execution and delivery of the proposed for carrying out the Works as well as provides Information on ownership status (such as lease, rent or owned), availability at site and functionality of equipment's- Lorry/Truck/Dumpers (at least 10 ton capacity), Station wagon – Double cabin, Concrete Mixers, Concrete Vibrator with a Pocker (complete set), (10 Marks). The bidder providing list of less than five (5) Major pieces of equipment's required to enable the execution and delivery of the proposed for carrying out the Works as well as provides Information on ownership status (such as lease, rent or owned), availability at site and functionality of equipment's (5 Marks). If the bidder neither provides list of equipment/machinery nor provides Information on ownership status (such as lease, rent or owned), availability at site and functionality of equipment's (Zero Mark). 	10 Marks
6. Personal/Staffing	

<ul style="list-style-type: none"> Contract Manager: with at least a degree in Civil Engineering, construction management or Water from a recognized university and at least 10 years' post qualification relevant experience and (5) years' experience as Contracts Manager. If the bidder provides a list of proposed personal/manpower specifying their composition by assigning, clear activities and area of expertise to support implementation of this activity as well as attach copy of their CVs and university degree part of its offer. The CV should be accompanied by a letter of offer from the company (5 Marks). A Site Agent: Should have a minimum qualification of a bachelor's degree in civil engineering or water Engineering with at least 8 years post qualification relevant site experience. If the bidder attaches a copy of proposed personal/manpower CV but does not specifying their composition by assigning, clear activities and area of expertise to support implementation of this activity The CV should be accompanied by a letter of offer from the company (3 Marks). An electrical Engineer or Water Engineer: Should have a minimum qualification of Diploma in Electrical Engineering, Civil Engineering and or Water Engineering at least 5 years post qualification relevant experience. The CV should be accompanied by a letter of offer from the company If the bidder attaches a copy of proposed personal/manpower CV but does not specifying their composition by assigning, clear activities and area of expertise to support implementation of this activity (2 Marks). If the bidder neither provide a list of their proposed personal/manpower nor attach CVs of proposed personal/manpower, nor provide offer letter in each of the above three critical positions, (Zero Mark). 	10 Marks
7. Financial Liquidity	
<ul style="list-style-type: none"> The Bidder shall have a good financial standing and have access to adequate financial resources at least equivalent to the magnitude of the current bid in order to demonstrate that it can execute the contract and all its existing commercial commitments without any disruption to the performance of the Contract. As the means of proof, the bidder shall submit a verified copy of the bank statement and line(s) of credit that can demonstrate the current financial status of the bidder with minimum liquidity of USD 14,000.00. 	10 Marks
8. Financial Capability	
<ul style="list-style-type: none"> Reports on the financial history of the bidder, such as profit and loss statements, auditor's reports or any other valid documents that can demonstrate the soundness of the financial history of the bidder and indicate its long-term profitability for the last 3 years. 	10 Marks

Total Technical Mark	100 Marks
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Each offer will be assessed first on the eligibility criteria then technical merits and subsequently on its price. In making the final decision, WVIA considers essential, technical and financial aspects. The Evaluation Team first reviews the eligibility then technical aspects of the offer, followed by review of the financial offers of the technically compliant vendors by supply chain department. The offers obtaining the highest overall score after adding the scores for the technical and financial proposals together, that offers the best value for money will be recommended for award of the contract. The weights given to the technical and financial bids are as follows:

Total Technical Score: 100

Technical Passing Score: 70 marks.

Technical weight (St):70%

Financial (Price) weight (Fs): 30%

The lowest evaluated Financial Bid (FB) is given the maximum financial score (Fs) of 100.

The formula for determining the financial scores (Fs) of all other bids is calculated as following:

$F_s = 100 \times F_m / F$, in which "Sf" is the financial score, "FM" is the lowest bid price, and "F" the price of the bid under consideration.

$T = 0.7$

$F = 0.3$

The evaluated bids are ranked according to their combined technical (St) and financial (Fs) scores using the weights (T = the weight given to the Technical Bid; F = the weight given to the Financial Bid; T + F = 1) as following:
 $S = St \times T\% + Sf \times F\%$.

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