**GREAT LAKES INITIATIVE**

**TENDER NO. GLI/MEPS/002**

**CONVERSION OF (1 NO.) EXISTING HAND PUMP INTO A MINI WATER YARD AT MAHAD, KATOR TOWN BLOCK, JUBA**

**FORM OF TENDER**

**The Secretary,**

**Tender Committee,**

**Tong Ping, Juba Nabari,**

**JUBA.**

Dear Sirs,

I/We, the undersigned, hereby undertake to contract for and perform the whole of the work required to be done in the construction, completion and maintenance of Conversion of **One (1) Existing Hand Pump into a Mini Water Yard at Mahad, Kator Town Block, Juba** all in accordance with the Drawings and Specifications and Bills of Quantities to the entire satisfaction of Great Lakes Initiative for the total sum hereinafter given:

TOTAL AMOUNT OF TENDER USD.........................................................................

(IN WORDS, USD........................................................................................................

......................................................................................................................................)

I/We confirm that due allowance has been made in my/our tender for the provisions of Tender Addendum Nos………..inclusive and for provision of Attachments “A” – “H” inclusive to this Form of Tender.

I/We undertake to complete the works within.................................................................

Calendar Weeks, from site possession date when given. I/We understand and agree that the above stated completion period is inclusive of all gazetted, public and customary builder's holidays in South Sudan.

I/We understand and agree that the lowest or any tender will not necessarily be accepted.

I/We agree that this tender shall remain open for consideration for a period of 90 calendar days from the closing date of tender.

NAME OF TENDERER:.................................................................................................

(Block letters or Company Stamp)

PHYSICAL ADDRESS..................................................................................................

COMPANY REGISTRATION NO:................................................................................

SIGNATURE AND TITLE

OF PERSON AUTHORISED

TO BIND CONTRACTOR:……………………………………………………………

TELEPHONE NO:.......................................................... E-mail:....................................

CONTRACTOR’S TAX CLEARANCE CERTIFICATE NO.:………………………..

**ATTACHMENT "A"**

**The Tenderer's attention is directed to the fact that, except where otherwise stated, failure to comply with any or all of the following conditions will result in rejection of the Tender**.

1. **FORM OF TENDER:**
2. No amendment and/or addition to the printed text of the Form of Tender shall be made.
3. The Tenderer is required to provide the information/confirmation required on the Form of Tender.
4. The Form of Tender and all appendices thereto are to be completed in **INK, INITIALED &STAMPED.**
5. **SUBMISSION OF TENDERS:**

**NOTE:** The Tenderer is advised that departure in any respect from the provisions of the following Clauses 2(i) and 2(ii) below will result in the **TENDER BEING REJECTED.**

* 1. The Form of Tender together with all Attachments thereto shall be enclosed and sealed in a suitable envelope which must be endorsed:

**TENDER NO. GLI/MPS/002P: CONVERSION OF (1 NO.) EXISTING HAND PUMP INTO A MINI WATER YARD AT MAHAD, KATOR TOWN BLOCK, JUBA, JUBEK STATE**

* 1. The foregoing Tender Documents shall be delivered to the **PROCUREMENT OFFICE,** by hand to the **GREAT LAKES INITIATIVE OFFICE, JUBA NA-BARI, TONG PING, behind CMD, CATHOLIC UNIVERSITY NOT LATER THAN 4:00 PM, MONDAY, 8th JULY 2019.**

Telegraphic, telexed or telephoned tenders and tenders delivered after the above-mentioned time and date will not be considered.

1. **BILLS OF QUANTITIES (To be submitted with this Form of Tender)**

1. Priced Bills of Quantities for the mentioned Works is required to be submitted with this Form of Tender. Failure to do so will result in the TENDER BEING REJECTED
2. The documents are to be priced, extended and cast up in **INK, INITIALED AND STAMPED**. The Tenderer is recommended to check all prices, extensions and casts for inconsistencies, arithmetical errors etc., before submitting its Tender.
   1. The amount of the Tender, if accepted shall become the Contract Sum or Contract Price without any alteration or amendment.
3. **VALID BUSINESS LEGAL DOCUMENTS**

The Tenderer is required to provide items listed hereunder **copies** of ALL VALID business documents issued by government entities and/or chamber of commerce membership for his tender to be considered eligible in this contract:

1. Certificate of Incorporation
2. Tax Clearance Certificate
3. Operation Licence
4. South Sudan National Chamber of Commerce, Industry and Agriculture Membership Certificate

**5.** Statements to be submitted with this Form of Tender for your offer to be considered:

1. Outline or Construction Work Plan in days
2. Safety and Health Plan
3. Risks Assessment and Mitigation Statement

**ATTACHMENT "B"**

**FLUCTUATIONS OF PRICES OF MATERIALS AND RATES OF WAGES**

The Contract shall be a **Fixed Price Contract** in respect of the costs of labour, materials and goods and the Contractor is to include in his rates for all increases in costs of labour, materials and goods, transport and plant including fuels and temporary structures, scaffolding, formwork and all other items used in connection with the Works whether directly incorporated therein or not, which may occur during the course of the Contract and up to practical completion of the Works.

NAME OF TENDERER:.............................................................................................................

(Block letters or Company Stamp)

SIGNATURE OF TENDERER:..................................................................................................

DATE:..........................................................................................................................................

**ATTACHMENT "C"**

**CERTIFICATE OF TENDERER'S VISIT TO SITE**

1. This is to certify that I..................................................................................................of

(Name of Tenderer or his representative of the Firm)

.........................................................................................................................................

(Name of Firm Tendering)

visited the site in connection with the Tender for:

**TENDER NO. GLI/MPS/002P: CONVERSION OF (1 NO.) EXISTING HAND PUMP INTO A MINI WATER YARD AT MAHAD, KATOR TOWN BLOCK, JUBA, JUBEK STATE**

1. Having previously studied the Contract Documents, I have carefully examined the site.
2. I have made myself familiar with all conditions likely to influence the works and cost thereof.
3. I further certify that I am satisfied with the description of the works and that I understand perfectly the work to be done as specified and implied in the execution

of the Contract.

NAME:.........................................................................................................................................

(Tenderer or His Representative)

SIGNATURE:..............................................................................................................................

DATE:..........................................................................................................................................

**ATTACHMENT “D"**

**AUTHORITY TO SIGN**

This is to certify that

I...............................................................................................................................of

(Name of Tenderer or his representative of the Firm)

...................................................................................................................................

(Name of Firm Tendering)

has been duly authorised to sign all documents in (as connection with **TENDER NO:** **GLI/MPS/002P** and any contract, which may arise there from)

SIGNED ON BEHALF OF THE COMPANY: **...........................................................**

IN HIS CAPACITY AS : **... .......................................................**

DATE : **...........................................................**

SIGNATURE : **...........................................................**

**ATTACHMENT "E"**

**SCHEDULE OF WORK PREVIOUSLY AND PRESENTLY CARRIED OUT BY THE TENDERER**

The Tenderer must insert in the spaces provided below a complete list of relevant contracts and their Value (**Single/or Concurrently Running**), **previously** and **presently** awarded to him **not earlier than 2015 (i.e. 2015 to 2019)**. This information shall be deemed to be material to the award of the contract. Tenderers shall copies of contracts or colpetion certificates.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| CONTRACT NO. | NAME OF PROJECT & DATE OF AWARD AND DURATION | **CONCURRENT RUNNING WITH CONTRACT NO** | **VALUE OF WORK (USD)** | **DATE OF**  **COMPLETION** | CONSULTANTS (NAME, TEL. NO & EMAIL) | EMPLOYER  (NAME, TEL. NO & EMAIL) |
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**ATTACHMENT "F"**

**SCHEDULE OF TECHNICAL PERSONNEL**

The Tenderer shall list the names, qualification and functions of the technical personnel he wishes to employ on this project for effective supervision and compliance with programme of work.

**NAME & QUALIFICATION** **FUNCTIONS**

**............................................... ...............................................**

**............................................... ...............................................**

**............................................... ...............................................**

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**ATTACHMENT "G"**

**SCHEDULE OF CONSTRUCTION EQUIPMENT AND PLANT**

The tenderer must state below what construction equipment and plant **will be available** for the work **immediately**, what construction plant is on order but has not been received, and what constructional plant shall be purchased or hired should he be awarded the contract.

a) **CONSTRUCTION EQUIPMENT PLANT AVAILABLE IMMEDIATELY**

|  |  |
| --- | --- |
| **DESCRIPTION, SIZE, CAPACITY** | **NUMBER** |

**ATTACHMENT "H"**

b) **CONSTRUCTION EQUIPMENT, PLANT TO BE PURCHASED OR HIRED**

(Details of arrangements with suppliers and delivery dates to be provided)

|  |  |
| --- | --- |
| **DESCRIPTION, SIZE, CAPACITY** | **NUMBER** |
|  |  |

The contractor also undertakes to bring onto the site, without additional costs to the Employer, any additional equipment or plant which, in the opinion of the PE, is necessary for completing the contract within the tender contract period.