

## REQUEST FOR PRE-QUALIFICATION (RFP)

### Pre-qualification of Companies providing Construction and Rehabilitation Works of Small Structures within South Sudan

<b>RFP Number:</b>	RASS- INF-RFP-2023-001
<b>Issue Date:</b>	November 16, 2023
<b>Deadline for Queries</b>	November 21, 2023 ( <b>17:00 CAT</b> )
<b>Submission Deadline:</b>	November 27, 2023 ( <b>17:00 CAT</b> )
<b>Submission Email:</b>	<a href="mailto:rass_submissions@rassactivity.org">rass_submissions@rassactivity.org</a>

#### Accompany Sections:

- Section I Introduction
- Section II Instructions to Applicants
- Section III Eligibility
- Section IV Evaluation
- Section V Vendor Prequalification Forms

#### Section I: Introduction

The U.S. Agency for International Development (USAID)-funded Resilience through Agriculture in South Sudan (RASS) Activity is a four-year (2021-2025) program led by DAI and its sub-contractors: CARE International (CARE), International Fertilizer Development Center (IFDC), and the Waterfield Design Group, Inc. (WDG).

The overall purpose of the RASS Activity is to reduce long-term reliance on humanitarian assistance (HA) by improving food security, community resilience, and household recovery in 13 priority counties, targeting at least 22,500 program participants across seven states in South Sudan. RASS employs a resilience pathways approach to improve the effectiveness of local systems and strengthen the capacities of community groups.

Therefore, in part fulfillment of objective 3, RASS intends to strengthen community institutions' ability to identify and prioritize assets for refurbishment or construction, such as slaughterhouses, storage facilities, fish markets, market stalls, boreholes, and livestock drinking troughs, and others, to expand livelihood opportunities and safeguard them from shocks and stresses.

It is on this basis that DAI seeks to prequalify competent construction firms to carry out construction works in the below mentioned five (5) Counties in phase.

The infrastructure construction works will be carried out in phases, and in the first phase, RASS will carry out small scale construction works in five (Counties) of **Wau and Jur River Counties** of Western Bahr el Gazal State, **Budi and Kapoeta** South Counties of Eastern Equatoria State and **Akobo East County** of Jonglei State.

If your company is not available to work in some of the targeted counties, please indicate which ones; otherwise, please confirm your company is able and willing to carry out work in all targeted counties. Interested companies are therefore invited to submit prequalification applications to construct small structures and other construction works, following the requirements in this RFP.

## **Section II: Instructions to Applicants**

### **1. Questions and Answers:**

Questions regarding the technical or administrative requirements of this Request for Prequalification (RFP) may be submitted by email to [rass\\_procurement@rassactivity.org](mailto:rass_procurement@rassactivity.org). Phone calls will not be accepted. Questions and requests for clarification—and the responses thereto, that DAI believes may be of interest to other offerors, will be circulated to all RFP recipients who have indicated an interest in this RFP. DAI would make efforts to provide responses to any questions within one working day.

### **2. Sample Construction Project**

Pre-qualified firms will be part of USAID RASS indefinite quantity contract (IQC) framework within which work task orders will be competitively issued on case by case basis. Detailed scope of work for each project will be provided to the short-listed companies at a future time when they are invited to submit bids. To guide the potential offerors, decide whether or not to apply for shortlisting, the following are general types of the buildings and other works that will be constructed by Resilience Through Agriculture in South Sudan (RASS) :

- Large Slaughterhouse in Wau County
- Fish Market in Wau County
- Storage Warehouse in Jur River County
- Smaller Storage Warehouse in Budi County
- Livestock Market in Kapoeta South County
- Other construction projects of similar size may be undertaken.

### **3. Validity Period**

The prequalification shortlisting will remain valid for 12 months, however the contracts issued to the construction companies during the 12 months may extend beyond the validity period

### **4. Source/Nationality Requirement**

All goods and services offered in response to this RFP or supplied under any resulting award must meet USAID Geographic Code 935 in accordance with the United States Code of Federal Regulations (CFR), 22 CFR §228. The cooperating country for this RFP is South Sudan.

Pre-qualified offerors may not offer or supply services or any commodities that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria, (North) Sudan, and Burma (Myanmar).

**Unique Entity Identifier (UEI) Number** Companies or organizations, whether for-profit or non-profit, shall be requested to provide a UEI number, if selected to receive a Subcontract /BPA award in response to this RFP. If the Offeror does not have a UEI number and is unable to obtain one before the submission deadline, offeror shall include a statement noting their intention to register for a UEI number should it be selected as the successful offeror or explaining why registration for a UEI is not possible. Contact SAM.GOV through this webform to obtain a UEI number: <https://www.sam.gov>. Further guidance on obtaining a UEI number is available from DAI upon request.

## **5. Interpretation**

This is invitation for pre-qualification. Any response to it, and successful shortlisting of a company as the result of this response, shall not be construed as creating any contractual or other legal bonds between the project, its implementor or its funding agency and the offeror or shortlisted company.

The offerors shall not be entitled to any compensation for preparation and submission of their qualifications in response to this invitation.

This prequalification will not constitute an obligation from the short-listed company to respond to all requests to bid.

Resilience Through Agriculture in South Sudan (RASS) may, at its discretion, modify the content of this invitation, the criteria for shortlisting or the shortlisted companies. If any such change occurs before the deadline of this invitation, the companies that have indicated their interest in applying for the pre-qualification may receive a written amendment. Please indicate your interest as soon as possible by emailing [rass\\_procurement@rassactivity.org](mailto:rass_procurement@rassactivity.org) to be included in the communications list with respect to this invitation.

## **6. Fraud**

DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. DAI does not tolerate corruption, bribery, collusion or conflicts of interest. Any requests for payment or favors by DAI employees should be reported as soon as possible to [ethics@dai.com](mailto:ethics@dai.com) or by visiting [www.dai.ethicspoint.com](http://www.dai.ethicspoint.com). Further, any attempts by an offeror or subcontractor to offer inducements to a DAI employee to influence a decision will not be tolerated and will be grounds for disqualification, termination and possible debarment. See provision No. 9 for more details

## 7. Format of Application

The Application for pre-qualification shall comply with the following format:

- i. All applicants must use cover letter format provided in APPENDIX E to register their interest to participate in this RFP. The said cover letter shall be signed by authorized representative of company.
- ii. The language of the applications shall be English. The evaluation team may decide to disregard any document or information submitted in other languages if they are not accompanied with a certified translation.
- iii. **Applications to be submitted by email to: [rass\\_submissions@rassactivity.org](mailto:rass_submissions@rassactivity.org) by **November 27, 2023 ( 17:00 CAT )** For Attachments more than 20 MB, please send in separate emails such as Email 1/2 or Email 1/3**

### Section III: Eligibility

Interested applicants responding to this Request for Procurement (RFP) must submit the following documentation to meet the minimum RFP requirements and be eligible for pre-qualification process.

- i. Valid Company Registration Certificate (Certificate of Incorporation);
- ii. Tax Identification Number Certificate;
- iii. Current, valid Tax Clearance Certificate;
- iv. Valid Operational License.

All offerors shall fill, complete, and submit the company details in template provided.

### Section IV: Evaluation

#### I. Evaluation Criteria

DAI will use Qualification Based Selection (QBS) method to select and pre-qualify construction companies for future use. Doing this would enable DAI to utilize identical criteria to select the most qualified construction companies based on the evaluation criteria for this RFP as provided below:

- a. Legal documents including valid company registration certificate, Tax Identification Number (TIN), valid tax clearance certificate, and valid operational license.
- b. Construction past performance in South Sudan see [Table 2. Past Performance](#) APENDIX **B****

#### **PAST PERFORMANCE FORM**

- c. Management and technical staff see [Table 3 Management and Technical Staff List](#)  
*Table 3 Management and Technical Staff List*
- d. Company Construction equipment see [Table 4. Equipment schedule](#)**

## 2. Technical Requirements

All technical requirements submission shall address the evaluation criteria herein mentioned. Any offer that does not meet the minimum technical requirement submission mentioned below might be disqualified for prequalification.

- a. At least past five (5) years (2022, 2021, 2020, 2019, 2018) construction experience, performance and technical capability in South Sudan, especially remote locations. Fill and complete details of your past projects in template provided: Section: Past Performance, Experience,
- b. Technical Capability at least 3 years of professional experience of the technical staffs both in office and field.

## APENDIX A EVALUATION CRITERIA

### Mandatory criteria

Construction Firms / Companies will be eliminated if the application does not demonstrate that it meets the following minimum mandatory criteria:

### Evaluation criteria

*Table 1. Evaluation Criteria*

Criteria	Requirement	Points
<b>I. Technical Evaluation /100</b>		
<p><b>a. Past Performance: (40 points maximum)</b> Successful similar experience of equivalent nature and complexity carried out on behalf of USAID, UN and INGOs or other reputable organizations in South Sudan. The Bidder must demonstrate through past and present projects its ability to produce a high-quality work.</p> <p><b>Required:</b> Provide evidence such as Contracts or Purchase Orders, recommendations and Completion Certificates.</p>	Bidder who has at least 5 years of experience and has carried out <b>at least five (5) Construction works</b> of equivalent nature and complexity.	Award (30-40) points
	Bidder who has at least 5 years of experience and has carried out <b>Construction works in the range of 3 – 4</b> of equivalent nature and complexity.	Award (15 – 29) points
	Bidder who has at least 5 years of experience and has carried out <b>Construction works in the range of 1 – 2</b> of equivalent nature and complexity.	Award (1-14) points
	Offerors who do not fall in any of the above ranges	Award 0 points
<p><b>b. Equipment Schedule: (30 points max)</b> This category is based on Individual team member evaluation. Factors such as numbers and age of equipment, suitability of equipment for the works involved are strongly considered.</p>	Bidder has all equipment as required. depending on age of equipment, suitability of equipment for the works involved	Award (15-30) points
	Bidder has some equipment as required. depending on age of equipment, suitability of equipment for the works involved	Award (1-14) points
	Offerors who do not have any equipment	Award 0 points

<p><b>Required:</b> Copies of logbooks, insurance covers, and lease agreements</p>		
<p><b>c. Management and technical staff: (20 points max)</b> Experience and qualification of staff, including operators and supervisors should be considered.</p> <p><b>Required:</b> Detailed CVs should be presented and attach Certificates and organization chart.</p>	<p>Bidder has the required management and technical personnel as required and at least 3 years of professional experience depending the number of years of experience of key personnel</p>	<p>Award (11-20) points</p>
<p><b>d. Geographical location (10 points max)</b> Offerors should have offices and be fully registered both at National and states of the counties of the construction sites</p> <p><b>Required:</b> Provide both National and state registration documents and office address</p>	<p>Bidder has some key management and technical personnel but less than required and at least 3 years of experience. depending the number of years of experience of key personnel</p>	<p>Award (1-10) points</p>
	<p>Offerors fully registered at National and states in which the construction sites will be; marks depend on the number of states with full registration.</p>	<p>Award (1-10) points</p>
	<p>Offerors' with no registration in any of the states</p>	<p>Award 0 point</p>

To be qualified, your firm / construction company must obtain a minimum of 70/100 points.

**Section V: Vendor Prequalification Forms**

For enhancing competition and achieve shortlist of qualified construction companies in this RFP, DAI provides the templates listed below for interested offerors to fill, complete and submit. All completed templates must be presented in offeror' company letterhead signed/stamped by authorized representative on behalf of the offeror.





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**APENDIX C**  
**MANAGEMENT AND TECHNICAL STAFF LIST**

*Table 3 Management and Technical Staff List*

<b>SN</b>	<b>Position</b>	<b>Name</b>	<b>No.</b>	<b>Qualification</b>	<b>Years of relevant experience</b>	<b>Years of experience in the position</b>
1	Project Manager					
2	Project Engineer					
3	HSE Engineer <sup>1</sup>					
4	Electrical Engineer					
5	Site Engineer					
6	Site foreman					
7	Lead Plumber					

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<sup>1</sup> Health, Safety & Environmental Engineer

8	Lead Carpenter					
9	Lead welder					

**Note:**

- For Manager and Engineer position, minimum qualification is degree with at least 3 years of relevant professional experience
- For foreman position, Either Higher National diploma with 3 years' experience or National Diploma with at least 5 years of experience
- For lead trades men, advanced certificate with at least 5 years' experience.
- Attach contracts and job completion certificates

## APPENDIX D EQUIPMENT SCHEDULE

Table 4. Equipment schedule

SN	Item of Equipment	Quantity	Description, <sup>2</sup>	Condition <sup>3</sup>	Indicate form of access to equipment <sup>4</sup>
1	Pneumatic Concrete Vibrator				
2	Concrete Mixer				
3	Plate Compactor				
4	Trucks				
5	Welding Machines				
6	Welding Generator				
7	Others (list)				

DAI reserves the right to conduct site visits to verify that all the proposed equipment exists and are in good working condition

Please attach receipts, insurance policies, lease agreement forms to verify ownership.

Contractors authorized signature over printed name

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<sup>2</sup> Make and age

<sup>3</sup> New, Good, Poor

<sup>4</sup> Owned, leased, to be leased

## **APPENDIX E: SUPPLIER'S COVER LETTER**

*(The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror)*

To: USAID - **Resilience Through Agriculture in South Sudan (RASS)**

South Sudan

Afex RiverCamp, Africa 01 Building

Juba, South Sudan

Reference: **RASS-INF-RFP-2023-001 – Pre-Qualification of Construction Firms/Companies**

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer requesting our company / joint venture / association to participate in this prequalification for construction companies in South Sudan. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFP. We further certify that the below-named firm—as well as the firm's principal officers and all commodities and services offered in response to this RFI—are eligible to participate in this pre-qualification exercise under the terms of this RFP and under USAID Rules and regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any DAI or Resilience Through Agriculture in South Sudan (RASS) Project staff members;
- We have no close, familial, or financial relationships with any other Supplier-Vendors submitting application in response to the above-referenced RFP;
- This RFP does not in any way obligate DAI, Resilience Through Agriculture in South Sudan (RASS) Project or USAID to make an award or pay for any costs incurred by potential supplier/vendors in the preparation and submission of applications.
- All documents submitted will not be return by DAI;
- All information in our application and all supporting documentation is authentic and accurate; and,
- We understand and agree to DAI's prohibitions against fraud, bribery, and kickbacks.

We hereby certify that The enclosed representations, certifications, and other statements are accurate, current, and complete. Authorized Signature:

Name and Title of Signatory:

Date:

Company Name:

Company Address:

Company Telephone and Website:

Company Registration or Taxpayer ID Number:

Company UEI Number:

Company Bank Account Number:

Official Company Name Associated with Bank Account: