

## Annex 3: Selection Criteria | Description of Requirements

Context of the Requirement	See Annex 1: Dyke Specification and Annex 3: Selection Criteria, and the Request for Proposals.
Implementing Partner of ZOA-Dorcas South Sudan	Unknown
Brief Description of the Required Services	ZOA Dorcas South Sudan is an International Non-Governmental Organization that is implementing Food Security and Livelihood, Peace & Reconciliation, WASH, Vocational Training and Entrepreneurship development projects in Jonglei, Greater Pibor Administrative Area, Western Bahr El Ghazal, Northern Bahr El Ghazal, Eastern Equatoria, and Warrap State in South Sudan.
List and Description of Expected Outputs to be delivered	ZOA Dorcas is soliciting technical and financial proposals from qualified construction companies to construct flood protection dykes in Akon North in South Sudan The scope of the Dyke Construction required should include at least the following: Summary of works to be performed: <ul style="list-style-type: none"> <li>• Construction of Additional 4 KMs on the original Pilot Dyke constructed in Akon north</li> <li>• Repair / reinforce of 18.5 KMs Dyke constructed in Akon North</li> <li>• New Construct of 20 KMs of Dyke in Akon North.</li> </ul>
List and Description of the supervisors of the Work/Performance of the Service Provider	Country Director, Technical Consultant, and Project Engineer , and Area Manager
Frequency of Reporting	Monthly as the work progress
Location of work	ZOA Dorcas, South Sudan, Juba Office
Expected duration of work	60 days
Target start date	1 <sup>st</sup> , April, 2025
Target end date	30 <sup>th</sup> , May, 2025
Special Security Requirements	<ul style="list-style-type: none"> <li>• Security Clearance from ZOA-Dorcas prior to travel</li> </ul>

Facilities to be Provided by ZOA-Dorcas South Sudan (i.e., must be excluded from Price Proposal)	<ul style="list-style-type: none"> <li>Office space and facilities</li> <li>Engagement meeting with community leaders.</li> </ul>
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<ul style="list-style-type: none"> <li>Required</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Civil works, especially Dyke Construction.</li> <li>Required</li> </ul>
Names and curriculum vitae of individuals who will be involved in completing the services	
Currency of Proposal	<ul style="list-style-type: none"> <li>United States Dollars</li> </ul>
Taxes	<ul style="list-style-type: none"> <li>Contractor responsible for payment of their taxes to Government authorities</li> </ul>
Validity Period of Proposals (Counting for the last day of submission of quotes)	<ul style="list-style-type: none"> <li>90 days</li> </ul> <p>In exceptional circumstances, ZOA-Dorcas may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP.</p> <p>The Proposer shall then confirm the extension in writing, without any modification whatsoever on the Proposal.</p>
Partial Quotes	<ul style="list-style-type: none"> <li>Not permitted</li> </ul>
Payment Terms	<p>Within thirty (30) days from the date of meeting the following conditions:</p> <ul style="list-style-type: none"> <li>Invoice from the Contractor</li> <li>Signed Certificate of completion signed by both parties. <ul style="list-style-type: none"> <li>10% Retention with a defect liability period of 3 months</li> </ul> </li> <li>Notification of Award (NOA)</li> <li>Service Contract</li> </ul>
Type of Contract to be Signed	<ul style="list-style-type: none"> <li>Lowest Price Quote among technically responsive offers.</li> <li>Highest Combined Score (based on the 70% technical offer and 30% price weight distribution)</li> </ul>
Criteria Contract Award	
Criteria for the Assessment of Proposal	<p>Technical Proposal (70%)</p> <ul style="list-style-type: none"> <li>Description of the contractor and Contractors Qualifications (Maximum score 10)</li> <li>Understanding of the Requirements for Services as per Annex 1 (Maximum score 10).</li> <li>Proposed project schedule and work breakdown structures and Outputs (Maximum score 20)</li> <li>Proposed personnel to carry out the assignment with (Maximum score 10)</li> <li>Proposed Time Schedule (Maximum score 10)</li> <li>Overall completeness, timeliness, quality and presentation of bid (Maximum score 10).</li> </ul> <p>Financial Proposal (30%)</p>

	<ul style="list-style-type: none"> <li>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by ZOA-Dorcas South Sudan.</li> </ul>
ZOA-Dorcas will award the contract to:	One Contractor, or two contractors
Annexes to this RFP	Annex 1: Dyke Specification Annex 2: ZOA Dorcas Code of conduct Annex 3: Selection criteria
Inquiries	Procurement committee: email: <a href="mailto:procurement.southsudan@zoadorcas.ngo">procurement.southsudan@zoadorcas.ngo</a> . Within the validity of the advertisement period. Any delay in ZOA-Dorcas' response shall be not used as a reason for extending the deadline for submission, unless ZOA-Dorcas South Sudan determines that such an extension is necessary and communicates a new deadline to the Proposers.
Other Information	<p><b>Guidance to Bidding Firms</b></p> <p>Electronic Submission of proposals</p> <ul style="list-style-type: none"> <li>Official Address for e-submission: <a href="mailto:Procurement.southsudan@zoadorcas.ngo">Procurement.southsudan@zoadorcas.ngo</a></li> <li>Files must be free from virus and corrupted files.</li> <li>Format: PDF files only, Technical and Financial Proposal.</li> <li>No. of copies to be transmitted: One (1).</li> <li>Time Zone to be Recognized: Time of the Republic of South Sudan.</li> <li>As an e-mail can take some time to arrive after it is sent, we advise all.</li> <li>Proposers to send e-mail submissions well before the deadline.</li> </ul> <p><b>Please be aware that bids e-mailed to ZOA Dorcas will not be considered if they are received after the deadline for bid submission.</b></p> <p>When choosing to submit their proposals electronically, Proposers are solely responsible for ensuring that any and all files sent to ZOA-Dorcas are readable, that is, uncorrupted, in the indicated electronic format, and free from viruses and malware. Failure to provide readable files will result in the proposal being rejected.</p> <p><b>Please Note:</b></p> <p>Any proposal sent to the private email addresses of any ZOA Dorcas staff will not be accepted.</p>