

REQUEST FOR PROPOSAL: No. UKRKI/RFP/2023-005**FOR THE ESTABLISHMENT OF ONE-OFF FRAME AGREEMENT(S) FOR
REHABILITATION WORKS OF A COLLECTIVE CENTER INCLUDING CONSTRUCTION
SERVICES AND CONSTRUCTION MATERIALS AT TWO BUILDINGS (DORMITORIES) in
Rivne (2 Lots)****TERMS OF REFERENCE****Background information and rationale**

Big influx of IDPs to western part of Ukraine requires the immediate humanitarian response, including shelter, accommodation, and housing for Internally Displaced People (IDPs), while the existing capacity in the region is limited. In parallel with different approaches to provide temporary/permanent accommodation there is another approach: to convert Non-housing buildings and unused buildings into Accommodation for the purpose of accommodating and housing IDPs.

Objectives and scope of the requirement for service provision

As of now UNHCR identified and completed the technical assessment of buildings/premises within Western Ukraine and requires the services of qualified building and civil contracting firms to carry out repair, rehabilitation and refurbishment works and thus to manage the physical infrastructure expansion work.

Governance, accountability, verification

Any Contract resulting from this Request for Proposal shall be governed by UNHCR's Conditions of Contract for Civil Works, together with any specific instructions that may be issued.

The Contractor will be accountable under this contract and under the law for the safety, quality and quantities of the services rendered.

A designated Design and Technical Supervision Agency, in their role of designated Engineer, will be assisting UNHCR in all stages of the works supervision.

Deliverables

All the works, equipment and installations are to be delivered according to the specifications and contract, including scheduled timelines, only upon verification and certification by the designated Technical Supervision Agency and under strict monitoring of UNHCR technical field staff.

Site Visit

UNHCR is to organize the site visit for Bidders. The Bidders are to examine the objects to be repaired in terms of the compliance with the BoQ provided by UNHCR and to understand the current conditions on the ground of shelter interventions to provide his financial offer in the most way effective.

Attendance at the site visit is mandatory. Bidders that did not attend the site visit will not be considered for evaluation.

Evaluation

In his financial offer the Bidder is to provide the price per unit of measurement regarding construction materials and construction services and the total budget for intervention. The information contained in the proposals will be evaluated and the best scoring will be obtained by the most responsive bid to the needs of the project, including efficiency and best value for money. Therefore, the Bidder should provide enough information in the proposal as to display clear evidence of the Bidder's sound understanding of the technical and planning requirements of the project.

The evaluation criteria and methods, as well as the minimum scores which must be obtained for the technical and financial proposals are described in detail in the Request for Proposal.

Statement of works

This RFP aims to select the best suited offer for subsequently entering into a Contract with a successful Bidder who will carry out, as Contractor, works in existing building(s) intended for the provision of collective accommodation for Internally Displaced People in Ukraine.

The Contract will be awarded to carry out works consisting of general or specific repairs, refurbishments, as well as provision and installation of building and other equipment, as per, the Master Bill of Quantities (Annex B), Supplementary BoQ (Annex B1) and drawings (Annex B2).

- **Annex B: The Master BOQ contains the actual components of the WORKS to be carried out by the awarded supplier.**
- **Annex B1: Supplementary BoQ: components foreseen only in case of any hidden defects revealed as the WORKS are progressing.**

The Contract will include the above-mentioned works for all, or part of the buildings included.

Scope of works:

- 1) Mobilisation and demobilisation of all equipment, materials and man powers required to complete the Works.
- 2) All necessary temporary works are required to provide access to the site, secure the storage of materials, and facilitate the works in a safe manner.

- 3) All necessary preparation works including full or partial removal of existing building elements and equipment, as required, and removal and disposal of debris as indicated in the Act of Defects, BOQ(s) and/or Drawings.
- 4) All necessary works, including the supply of materials, to facilitate the construction works for building elements, repair and refurbishment of superstructure roof, and other building elements, as indicated in the BOQ(s) and/or Drawings.
- 5) All necessary works involved with the finishing of the building elements including, but not limited to, the supply and installation of doors and windows, interior and exterior painting, electrical works and plumbing, as indicated in the BOQ(s) and/or Drawings.
- 6) All necessary works for the supply and installation of pipe works, plumbing, drainage and other services and materials as indicated on the BOQ(s) and/or Drawings and detailed in the specifications contained in these documents.
- 7) Provision of a sign for the site in accordance with instructions issued by UNHCR and in agreement with the building owner.

The Scope of Works shall also be deemed to include anything that is not listed here but may reasonably be inferred to be necessary for the completion of the Works.

If the Contractor fails to complete any part of the Works as stated in the above and contained in the BOQ(s), the Works will not be certified as completed and will not be authorized for partial or final payments.

Location of the required works: Building (dormitory):

- **Lot 1:** Dubeni Vocational College of Culture and Arts Rivne State Humanitarian University" at 56 T. Shevchenko St., Dubno, Rivne Oblast. **Estimated time for completion:** 120 calendar days
- **Lot 2:** Central Medical Center on the street Tsentralna, 2 smt. Klevan, Rivne region. **Estimated time for completion:** 90 calendar days

The Lots will be evaluated separately.

Acceptance of Works

Upon the completion of construction works the awarded contractor submits to UNHCR the Act of Acceptance and UNHCR controls the quality of completed works and signs the Act of Acceptance.

Payment Terms

The awarded contractor shall issue invoice for the repair works in the amount of the accepted BOQ of each project, following the acceptance of works by UNHCR (see above paragraph).

UNHCR does not provide advance payment to the awarded contractor.

UNHCR's payment term is within 30 days from invoice date, however UNHCR may pay earlier, before the 30 days.