

ANNEX A

Terms of Reference (ToR) for the Repair and Reconstruction of Social Infrastructure

RFP 2023-012

August 2023

For 2023-2024, UNHCR operation in Ukraine intends to strengthen its durable solutions approach, by supporting on infrastructure repairs, rehabilitation and reconstruction of public service premises, such as schools, community centres and local social protection departments.

UNHCR intends to establish framework contracts for provision of construction services. These contracts would serve the purpose of having contractors ready to provide repairs, rehabilitation and reconstruction works for social infrastructure buildings within Ukraine.

To that extent, UNHCR has created a list of basic works to be costed by contractors covering:

- Dismantling works
- General construction works (covering windows & doors, floors, walls and ceilings)
- Engineering networks, utilities (covering Power supply networks, Heating and ventilation, Water supply and sewage)
- Roof repair works
- Insulation of external walls
- Other works

The framework agreements established through this tender are primarily meant to address repairs and reconstruction works needed in existing social infrastructure buildings to help local authorities re-establish or improve social activities, but UNHCR might choose to ask the suppliers to do works in other categories of buildings as well.

Bidders are requested to provide unit costs to budget lines in Annex B – Financial offer_ENG_UKR. Please note that the quantities for each line-item are approximate projections. They may vary significantly depending on the selected projects.

For administrative purposes, the tender is divided into 6 geographical areas/ lots: One (1) to six (6), as shown in the map below. Any bidder can submit offers for any number of lots.

The works are to be delivered at any address within the government-controlled Ukraine, but not closer than 50km from the active frontline as illustrated with the red line on the map. UNHCR can update the red line on the map as the security situation and accessibility evolves.

Works can be done simultaneously in different villages, towns or cities; therefore, suppliers must prove their abilities to work on multiple sites. The offer for one and all of the six lots/ geographical areas must include all costs for works on any addresses within the geographical area.



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés



LOT	Estimated expenditure/ requirements in USD	Oblasts
1	2,0 M	Ivano-Frankivsk Oblast Zakarpattia Oblast
2	2,0 M	Lviv Oblast Rivne Oblast Ternopil Oblast Volyn Oblast
3	3,0 M	Chernihiv Oblast Kyiv Oblast Zhytomyr Oblast
4	3,0 M	Cherkasy Oblast Chernivtsi Oblast Khmelnitskiy Oblast Kirovohrad Oblast Vinnytsia Oblast
5	5,0 M	Dnipropetrovsk Oblast Donetsk Oblast Kharkiv Oblast Luhansk Oblast Poltava Oblast Sumy Oblast Zaporizhia Oblast
6	5,0 M	Kherson Oblast Mykolaiv Oblast Odessa Oblast

Construction services are requested per lots as shown in the map, with a projected expenditure as shown in the table. Each bidder must show its ability to provide requested goods and services to all addresses in each lot within the government-controlled Ukraine, but not closer than 50km from the active frontline.

Contract form:

The contracts will for each lot be awarded to a primary contractor, with one or multiple back-up contractors.

Performance tracking:

For each project/ purchase order (PO) the awarded contractor must produce and share a proposed timeline/ workplan which will be agreed with UNHCR. Mobilisation for any project must be within three (3) weeks of PO date and progress must follow the agreed timeline/ workplan.

Failure to advance the works as per workplan, as well as unsatisfactory quality of the works or materials delivered, may result in written warning sent by UNHCR to the contractor.

After three (3) written warnings UNHCR reserves the right to cancel the PO(s) and continue with works on the subject projects/ POs with the awarded back-up contractor.

After three (3) project cancellations as described above, UNHCR reserves the right to cancel the Frame Agreement and continue with works on current and future projects/ POs with the awarded back-up contractor.

Projects:

The amount of work for each project can vary significantly depending on the size and condition of the building(s). However, as a guidance, the vendor can expect most of the individual project-costs to lie between 50.000 USD and 150.000 USD, but they can be both lower and higher.

Many of the works will be performed in old buildings that have not been well maintained but can also include repairing of damages due to the shelling.

Annex A1 shows a BOQ as an example of the types of projects UNHCR will be pursuing. The financial offer should be provided on all-inclusive basis, with material cost, transport up to the delivery point, associated labour costs etc.

Please note that UNHCR has tax and duty exemption status, therefore please provide your quotation without VAT.

UNHCR will ensure compliance of all items to the agreed specifications as per contractual arrangements, and the works should be executed according to Ukrainian Norms and Standards.

Technical Requirements

Construction goods and services will be done by the Company identified through a bidding process. The Company's technical compliance will be evaluated by a TEC (technical evaluation committee) against requirements such as:

- *Evidence of capacity and in-house skills among staff*
- *Evidence of past contracts - successfully executed - with similar provision of goods and services*
- *Ability to develop Project Management plans*
- *Availability of qualified staff, construction equipment and supervision capacity*
- *CV and list of managerial and engineering staff who will be involved in the project Company organigram*
- *List of contractor's equipment, which is owned, leased or rented for the needs of project implementation.*

(Refer to Annex C Technical evaluation form)