

## Addendum 1

To: ITB LY23-129

Title: Provision of Supply and Installation of Prefab in Different locations

- 1- Due to the technical issues receiving clarification request emails in [iomlibyaproposal@iom.int](mailto:iomlibyaproposal@iom.int), and also change on pre-bid conference requirements due to security reasons, acknowledgement through Form A, clarification requests and the deadline of the Last bid submission date has been extended as below. Below are the new details incorporated in the updated ITB LY23-129
  - FORM A last submission date: 10 August 2023 **updated as 28 August 2023**
  - Deadline for Clarifications: 13 August 2023 **updated as 29 August 2023**
  - Last Bid Submission Date: 21 August 2023 **updated as 30 August 2023**
- 2- ITB Reference Number LY23-129 added as part of the Title of the ITB and relative Forms are updated including the ITB reference number.
- 3- Pre-bid Conference will NOT be conducted, and Section 3 Data Sheet Clause 23 is updated. All Bidders shall direct their questions through email to [iomlibyaproposal@iom.int](mailto:iomlibyaproposal@iom.int).
- 4- Bidders submitting proposals until the previous deadline of 21 August 2023 will be still accepted however, in case if they wish to make changes, new proposals will be accepted until the new deadline of 30 August 2023 16:00 GMT +2 Libya time.
- 5- Recommended E-mail subject for bis submission:  
"ITB LY23-129 Provision of Supply and Installation of Prefab in Different Locations 'Company Name'"



# **INVITATION TO BID (ITB)**

**For Provision of Supply and Installation of Prefab in Different locations**

Ref #: LY23-129

Country **Libya**

Date: 30 July 2023

## SECTION 1: LETTER OF INVITATION

International Organization for Migration, hereinafter referred to as IOM, hereby invites prospective bidders to submit a bid in accordance with the General Conditions of Contract and the Schedule of Requirements as set out in this Invitation to Bid (ITB).

To enable you to submit a bid, please read the following attached documents carefully.

Section 1: This Letter of Invitation

Section 2: Instructions to Bidders

Section 3: Data Sheet

Section 4: Evaluation Criteria

Section 5: Schedule of Requirements

Section 6: Conditions of Contract and Contract Forms

Section 7: Bidding Forms

- Form A: Bid Confirmation
- Form B: Checklist
- Form C: Bid Submission
- Form D: Bidder Information
- Form E: Joint Venture/Consortium/Association Information
- Form F: Eligibility and Qualification
- Form G: Technical Bid
- Form H: Price Schedule

If you are interested in submitting a bid in response to this ITB, please prepare your bid in accordance with the requirements and procedure as set out in this ITB and submit it by the deadline for submission of bids set out in Section 3: Data Sheet.

Please acknowledge receipt of this ITB by completing and returning the attached Form A: Bid Confirmation by email to [iomlibyaproposal@iom.int](mailto:iomlibyaproposal@iom.int) no later than **28 August 2023**, indicating whether you intend to submit a bid or not. Should you require further clarifications, kindly communicate with the contact person/s identified in Section 3: Data Sheet as the focal point for queries on this ITB.

We look forward to receiving your bid.

Approved by:

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IOM Libya Procurement

## SECTION 2: INSTRUCTIONS TO BIDDERS

GENERAL	
<b>1. Scope</b>	<p>Bidders are invited to submit a bid for the goods/services/works specified in Section 5: Schedule of Requirements, in accordance with this Invitation to Bid (ITB). A summary of the scope of the bid is included in Section 3: Data Sheet.</p> <p>Bidders shall adhere to all the requirements of this ITB, including any amendment made in writing by IOM. This ITB is conducted in accordance with Policies and Procedures of IOM.</p>
<b>2. Interpretation of the ITB</b>	<p>Any bid submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of the bid by IOM. IOM is under no obligation to award a contract to any bidder as a result of this ITB.</p>
<b>3. Supplier Code of Conduct</b>	<p>All prospective suppliers must read the UN Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: <a href="https://ungm.org/supplier-code-of-conduct">Supplier Code of Conduct (ungm.org)</a>.</p>
<b>4. Eligible bidders</b>	<p>Bidders shall have the legal capacity to enter into a binding contract with IOM.</p> <p>A bidder, and all parties constituting the bidder, may have the nationality of any country with the exception of the nationalities, if any, listed in Section 3: Data Sheet. A bidder shall be deemed to have the nationality of a country if the bidder is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.</p> <p>All bidders found to have a conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest if they are or have been associated in the past, with a firm or any of its affiliates that have been engaged by IOM to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods, services or works required in the present procurement process.</p> <p>Bidders shall not be eligible to submit a bid if at the time of bid submission:</p> <ul style="list-style-type: none"> <li>is included in the Ineligibility List, hosted by <a href="https://ungm.org">UNGM</a>, that aggregates information disclosed by Agencies, Funds or Programs of the UN System;</li> <li>is included in the <a href="#">Consolidated United Nations Security Council Sanctions List</a>, including the <a href="#">UN Security Council Resolution 1267/1989 list</a>;</li> <li>is included in the <a href="#">World Bank Corporate Procurement Listing of Non-Responsible Vendors</a> and <a href="#">World Bank Listing of Ineligible Firms and Individuals</a>;</li> <li>Other sanctions lists, if applicable, as per the discretion of the IOM.</li> </ul>
<b>5. Eligible goods, works and services</b>	<p>All goods, works and/or services to be supplied under the contract shall have their origin in any country apart from the countries, if any, listed in Section 3: Data Sheet, and all expenditures made under the contract will be limited to such goods, works and services.</p> <p>For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized product result that is substantially different in basic characteristics or in purpose or utility from its components.</p> <p>The origin of goods, works and services is distinct from the nationality of the bidder.</p>
<b>6. Proprietary information</b>	<p>The ITB documents and any specifications, plans, drawings, patterns, samples or information issued or furnished by IOM are issued solely for the purpose of enabling a bid to be completed and may not be used for any other purpose. The ITB documents and any additional information provided to bidders shall remain the property of IOM. All documents which may</p>

	form part of the bid will become the property of IOM, who will not be required to return them to your firm.
<b>7. Publicity</b>	During the ITB process, a bidder is not permitted to create any publicity in connection with the ITB.
<b>SOLICITATION DOCUMENTS</b>	
<b>8. Clarification of solicitation documents</b>	<p>Bidders may request clarifications on any of the ITB documents no later than the date indicated in Section 3: Data Sheet. Any request for clarification must be sent in writing in the manner indicated in Section 3: Data Sheet. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.</p> <p>IOM will provide the responses to clarifications through the method specified in Section 3: Data Sheet.</p> <p>IOM shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of IOM to extend the submission date of the bids, unless IOM deems that such an extension is justified and necessary.</p>
<b>9. Amendment of solicitation documents</b>	<p>At any time prior to the deadline of bid submission, IOM may for any reason, such as in response to a clarification requested by a bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>If the amendment is substantial, IOM may extend the deadline for submission of the bid to give the bidders reasonable time to incorporate the amendment into their bids.</p>
<b>PREPARATION OF BIDS</b>	
<b>10. Cost of preparation of bid</b>	The bidder shall bear all costs related to the preparation and/or submission of the bid, regardless of whether its bid is selected or not. IOM shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
<b>11. Language</b>	The bid, as well as any and all related correspondence exchanged by the bidder and IOM, shall be written in the language(s) specified in Section 3: Data Sheet.
<b>12. Documents comprising the bid</b>	<p>The bid shall comprise the following documents and related forms which details are provided in Section 3: Data Sheet:</p> <ul style="list-style-type: none"> <li>a) Documents establishing the eligibility and qualifications of the bidder;</li> <li>b) Technical bid</li> <li>c) Price Schedule</li> </ul>
<b>13. Documents establishing eligibility and qualifications of the bidder</b>	The bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided in Section 7 and providing the documents required in those forms. In order to award a contract to a bidder, its qualifications must be documented to IOM's satisfaction.
<b>14. Technical bid</b>	The bidder is required to submit a technical bid using the form provided in Section 7 and taking into consideration the requirements in the ITB.
<b>15. Price Schedule</b>	<p>The Price Schedule shall be prepared using the form provided in Section 7 and taking into consideration the requirements in the ITB.</p> <p>The prices and discounts quoted by the bidder shall conform to the requirements specified below.</p> <ul style="list-style-type: none"> <li>• All items and lots (if applicable) must be listed and priced separately.</li> <li>• The price to be quoted shall be the total price of the bid, excluding any discounts offered.</li> </ul>

	<ul style="list-style-type: none"> <li>• The bidder shall quote any unconditional discounts and indicate the method for their application.</li> <li>• The INCOTERM shall be governed by the rules prescribed in the 2020 edition of INCOTERMS, published by The International Chamber of Commerce. The INCOTERM rules and place of destination are specified in Section 5: Schedule of Requirements.</li> <li>• Prices quoted by the bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account unless otherwise specified in Section 3: Data Sheet. A bid submitted with an adjustable price shall be treated as non-compliant and shall be rejected. However, if in accordance with Section 3: Data Sheet, prices quoted by the bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.</li> <li>• If indicated in Section 3: Data Sheet that bids are being invited for individual contracts (lots) and unless otherwise indicated in Section 3: Data Sheet, prices quoted shall correspond to 100 % of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Bidders wishing to offer any price reduction (discount) for the award of more than one Lot shall specify the applicable price reduction.</li> </ul>
<b>16. Bid currencies</b>	<p>All prices shall be quoted in the currency or currencies indicated in Section 3: Data Sheet. Where bids are quoted in different currencies, for the purposes of comparison of all bids:</p> <ul style="list-style-type: none"> <li>• IOM will convert the currency quoted in the bid into the IOM preferred currency, in accordance with the prevailing IOM Operational Rate of Exchange on the date of the bid closure; and</li> <li>• In the event that IOM selects a bid for the award that is quoted in a currency different from the preferred currency in Section 3: Data Sheet, IOM shall reserve the right to award the contract in the currency of IOM's preference, using the conversion method specified above.</li> </ul>
<b>17. Duties and taxes</b>	<p>The International Organization for Migration is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices shall:</p> <p>be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
<b>18. Bid validity period</b>	<p>Bids shall remain valid for the period specified in Section 3: Data Sheet, commencing on the deadline for submission of bids. A bid valid for a shorter period may be rejected by IOM and rendered non-responsive.</p> <p>During the bid validity period, the bidder shall maintain its original bid without any change, including the availability of the key personnel, the proposed rates and the total price.</p> <p>In exceptional circumstances, prior to the expiration of the bid validity period, IOM may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing and shall be considered integral to the bid.</p> <p>If the bidder agrees to extend the validity of its bid, it shall be done without any change to the original bid, but will be required to extend the validity of the bid security, if required, for the period of the extension, and in compliance with Article 19 (Bid Security) in all respects.</p>

	<p>The bidder has the right to refuse to extend the validity of its bid without forfeiting the bid security, if required, in which case, the bid shall not be further evaluated.</p>
<b>19. Bid Security</b>	<p>A bid security, if required by Section 3: Data Sheet, shall be provided in the amount and form indicated in the Section 3: Data Sheet. The bid security shall be valid for a minimum of thirty (30) days after the final date of validity of the bid.</p> <p>The bid security shall be included along with the bid. If a bid security is required by the ITB but is not found in the bid, the offer shall be rejected.</p> <p>If the bid security amount or its validity period is found to be less than is required by IOM, IOM shall reject the bid.</p> <p>In the event an electronic submission is allowed in Section 3: Data Sheet, bidders shall include a copy of the bid security in their bid and the original of the bid security must be sent via courier or hand delivery as per the instructions in Section 3: Data Sheet.</p> <p>Unsuccessful bidders' bid securities will be discharged/returned as promptly as possible but no later than thirty (30) days after the expiration of the period of bid validity prescribed by IOM pursuant to Article 18 (Bid Validity Period).</p> <p>The bid security may be forfeited by IOM, and the bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> <li>● If the bidder withdraws its offer during the period of the bid validity specified in Section 3: Data Sheet, or;</li> <li>● In the event the successful bidder fails: <ul style="list-style-type: none"> <li>○ to sign the Contract after IOM has issued an award; or</li> <li>○ to furnish the Performance Security, insurances, or other documents that IOM may require as a condition precedent to the effectivity of the contract that may be awarded to the bidder.</li> </ul> </li> </ul>
<b>20. Joint Venture, Consortium or Association</b>	<p>If the bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for bid, each such legal entity will confirm in their joint bid that:</p> <ul style="list-style-type: none"> <li>● they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, and this will be evidenced by a duly notarised Agreement among the legal entities, which will be submitted along with the bid; and</li> <li>● if they are awarded the contract, the contract shall be entered into by and between IOM and the designated lead entity, who will be acting for and on behalf of all the member entities comprising the joint venture.</li> </ul> <p>After the deadline for submission of bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of IOM.</p> <p>If a JV, Consortium or Association's bid is the bid selected for award, IOM will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.</p> <p>The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 21 (Only one Bid) herein in respect of submitting only one bid.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the bid and the JV, Consortium or Association Agreement. All entities that</p>

	<p>comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by IOM.</p> <p>A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <ul style="list-style-type: none"> <li>• Those that were undertaken together by the JV, Consortium or Association; and</li> <li>• Those that were undertaken by the individual entities of the JV, Consortium or Association.</li> </ul> <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p> <p>JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
<b>21. Only one bid</b>	<p>The bidder (including the individual members of any Joint Venture) shall submit only one bid for the same lot, either in its own name or as part of a Joint Venture.</p> <p>Bids submitted by two (2) or more bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> <li>• they have at least one controlling partner, director or shareholder in common; or</li> <li>• any one of them receive or have received any direct or indirect subsidy from the other/s; or</li> <li>• they have the same legal representative for purposes of this ITB; or</li> <li>• they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the bid of another bidder regarding this ITB process;</li> <li>• they are subcontractors to each other's bid, or a subcontractor to one bid also submits another bid under its name as lead bidder; or some key personnel proposed to be in the team of one bidder participates in more than one bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one bid.</li> </ul>
<b>22. Alternative bids</b>	<p>Unless otherwise specified in Section 3: Data Sheet, alternative bids shall not be considered. If submission of an alternative bid is allowed in Section 3: Data Sheet, a bidder may submit an alternative bid, but only if it also submits a bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, IOM reserves the right to award a contract based on an alternative bid.</p> <p>If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid". If no indication is provided as to which bid is the main bid and which is/are the alternative bid(s), then all bids will be rejected.</p>
<b>23. Pre-bid conference</b>	<p>When appropriate, a pre-bid conference will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is mandatory, a bidder which does not attend the pre-bid conference shall become ineligible to submit a bid under this ITB.</p> <p>If it is stated in Section 3: Data Sheet that the pre-bid conference is not mandatory, non-attendance shall not result in disqualification of an interested bidder.</p>



	<p>IOM will not issue any formal answers to questions from bidders regarding the ITB or bid process during the pre-bid conference. All questions shall be submitted in accordance with Article 41 (Clarification of Bids).</p> <p>The pre-bid conference shall be conducted for the purpose of providing background information only. Without limiting Article 26 (Bidders Responsibility) bidders shall not rely upon any information, statement or representation made at the pre-bid conference unless that information, statement or representation is confirmed by IOM in writing.</p> <p>Minutes of the pre-bid conference will be disseminated as specified in Section 3: Data Sheet. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the minutes of the bidder's conference or issued/posted as an amendment to ITB.</p>
<b>24. Site inspection ( NOT APPLICABLE)</b>	<p>When appropriate, a site inspection will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is mandatory, a bidder who does not attend the site inspection shall become ineligible to submit a bid under this ITB.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is not mandatory, non-attendance, shall not result in disqualification of an interested bidder.</p> <p>Bidders participating in a site inspection shall be responsible for making and obtaining any visa arrangements that may be required for the bidders to participate in a site inspection.</p> <p>Prior to attending a site inspection, bidders shall execute an indemnity and a waiver releasing IOM in respect of any liability that may arise from:</p> <ul style="list-style-type: none"> <li>(i) loss of or damage to any real or personal property;</li> <li>(ii) personal injury, disease or illness to, or death of, any person;</li> <li>(iii) financial loss or expense, arising out of the carrying out of that site inspection; and</li> <li>(iv) transportation by IOM to the site (if provided) as a result of any accidents or malicious acts by third parties.</li> </ul> <p>IOM will not issue any formal answers to questions from bidders regarding the ITB or bid process during a site inspection. All questions shall be submitted in accordance with Article 8 (Clarification of solicitation documents).</p> <p>A site inspection will be conducted for the purpose of providing background information only. Without limiting Article 26 (Bidders Responsibility), bidders shall not rely upon any information, statement or representation made at a site inspection unless that information, statement or representation is confirmed by IOM in writing.</p>
<b>25. Errors or omissions</b>	<p>Bidders shall immediately notify IOM in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the ITB, with full details of those ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p> <p>Bidders shall not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p>
<b>26. Bidders responsibility to inform themselves</b>	<p>Bidders shall be responsible for informing themselves in preparing their bid. In this regard, bidders shall ensure that they:</p> <ul style="list-style-type: none"> <li>• examine and fully inform themselves in relation to all aspects of the ITB, including the Contract and all other documents included or referred to in this ITB;</li> <li>• review the ITB to ensure that they have a complete copy of all documents;</li> </ul>

	<ul style="list-style-type: none"> <li>• obtain and examine all other information relevant to the project and the scope of the requirements available on reasonable inquiry;</li> <li>• verify all relevant representations, statements and information, including those contained or referred to in the ITB or made orally during any clarification meeting or site inspection or any discussion with IOM, its employees or agents;</li> <li>• attend any Pre-bid conference or site inspection if it is mandatory under this ITB;</li> <li>• fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the goods, works and/or services; and</li> <li>• form their own assessment of the nature and extent of the goods, works and /or services required as included in Section 5: Schedule of Requirements and properly account for all requirements in their bid.</li> </ul> <p>Bidders acknowledge that IOM, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy, currency or completeness of this ITB or any other information provided to the bidders.</p>
<b>27. No material change(s) in circumstances</b>	<p>The bidder shall inform IOM of any change(s) of circumstances arising during the ITB process, including but not limited to:</p> <ul style="list-style-type: none"> <li>• a change affecting any declaration, accreditation, license or approval;</li> <li>• major re-organizational changes, company re-structuring, a take-over, buy-out or similar event(s) affecting the operation and/or financing of the bidder or its major sub-contractors;</li> <li>• a change to any information on which IOM may rely on assessing bids.</li> </ul>
<b>SUBMISSION AND OPENING OF BIDS</b>	
<b>28. Instruction for bid submission</b>	<p>The bidder shall submit a duly signed and complete bid comprising the documents and forms in accordance with requirements in Section 3: Data Sheet. The Price Schedule shall be submitted together with the Technical Bid. The bid shall be delivered according to the method specified in Section 3: Data Sheet.</p> <p>The bid shall be signed by the bidder or person(s) duly authorized to commit the bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or, if requested, a Power of Attorney, accompanying the bid.</p> <p>Bidders must be aware that the mere act of submission of a bid, in and of itself, implies that the bidder fully accepts the IOM General Conditions of Contract.</p>
<b>29. Deadline for bid submission</b>	<p>Complete bids must be received by IOM in the manner, and no later than the date and time, specified in Section 3: Data Sheet. If any doubt exists as to the time zone in which the Bid should be submitted, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a>. It shall be the sole responsibility of the bidders to ensure that their bid is received by the closing date and time. IOM shall accept no responsibility for bids that arrive late due to the courier company or any technical issues and shall only recognize the actual date and time that the bid was received by IOM.</p> <p>IOM may, at its discretion, extend this deadline for the submission of bids by amending the solicitation documents in accordance with Article 9 Amendment of solicitation documents. In this case, all rights and obligations of IOM and bidders subject to the previous deadline will thereafter be subject to the new deadline as extended.</p>

<b>30. Withdrawal, substitution and modification of bids</b>	<p>A bidder may withdraw, substitute, or modify its bid after it has been submitted at any time prior to the deadline for submission by sending a written notice to IOM, duly signed by an authorized representative and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of bids, by clearly marking them as “WITHDRAWAL”, “SUBSTITUTION” OR “MODIFICATION”.</p> <p>However, after the deadline for bid submission, the bids shall remain valid and open for acceptance by IOM for the entire bid validity period, as may be extended.</p> <p>Bids requested to be withdrawn prior to the deadline for submission of the bids shall be made available for collection by the bidder that submitted it within 15 days of its withdrawal. Otherwise, IOM shall have the right to discard such bid unopened without further notice to the bidder. IOM shall not be responsible to return the bid to the bidder at IOM’s cost.</p>
<b>31. Storage of bids</b>	<p>Bids received prior to the deadline of submission and the time of opening shall be securely kept unopened until the specified bid opening date stated in Section 3: Data Sheet. No responsibility shall be attached to IOM for prematurely opening an improperly addressed and/or identified bid.</p>
<b>32. Bid opening</b>	<p>Bids will be opened by a committee formed by IOM consisting of at least two (2) personnel.</p> <p>Bidders may attend the opening of the bids if stated in Section 3: Data Sheet.</p> <p>The bidders’ names, modifications, withdrawals, bid prices, the condition of the envelope labels/seals, the number of folders/files and all other such details as IOM may consider appropriate will be announced at the opening and recorded on the bid opening report, which will be available for viewing only to bidders who have submitted a bid for a period of thirty days from the date of opening. Information not included in the bid opening report will not be provided to bidders. No bid shall be rejected at the opening stage, except for late submissions.</p>
<b>33. Late bids</b>	<p>Any bid received by IOM after the deadline for submission of bids will be destroyed unless the bidder requests that it be returned and assumes the responsibility and expenses for the re-possession of the returned bidding documents.</p> <p>In exceptional circumstances, late bids may be accepted if it is determined that the submission was sent in ample time prior to the bid closing and the delay could not be reasonably foreseen by the bidder or was due to force majeure.</p>
<b>EVALUATION OF BIDS</b>	
<b>34. Confidentiality</b>	<p>Information relating to the examination, evaluation, and comparison of bids, and the recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>Any effort by a bidder or anyone on behalf of the bidder to influence IOM in the examination, evaluation and comparison of the bids or contract award decisions may, at IOM’s decision, result in the rejection of its bid and may subsequently be subject to the application of prevailing IOM’s vendor sanctions procedures.</p>
<b>35. Evaluation of bids</b>	<p>IOM shall evaluate a bid using only the methodologies and criteria defined in this ITB. No other criteria or methodology shall be permitted.</p> <p>IOM shall conduct the evaluation solely based on the bids received according to the evaluation criteria in Section 4.</p> <p>Evaluation of bids shall be undertaken in the following steps:</p> <ul style="list-style-type: none"> <li>a) Preliminary examination</li> </ul>

	<ul style="list-style-type: none"> <li>b) Evaluation of eligibility and qualification</li> <li>c) Evaluation of technical bids</li> <li>d) Evaluation of prices of bids found to be substantially compliant</li> </ul> <p>After completion of the evaluation, but prior to award, IOM shall conduct a post-qualification assessment of the bidder recommended for the award (if pre-qualification was not done) as per Article 40 (Post-qualification).</p>
<b>36. Preliminary examination</b>	IOM shall examine the bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the bids are generally in order, among other indicators that may be used at this stage. IOM reserves the right to reject any bid at this stage.
<b>37. Evaluation of eligibility and qualification</b>	The eligibility and Qualification of the bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in Section 4: Evaluation Criteria and in Article 4 (Eligible Bidders).
<b>38. Evaluation of technical bids</b>	Technical evaluation will be conducted to establish substantial compliance, as per the criteria included in Section 4: Evaluation Criteria. When the bid varies in one or more aspect/s from the minimum technical specifications and/or delivery requirements specified in Section 5: Schedule of Requirements, the bid will not be considered substantially compliant and will not be evaluated further.
<b>39. Evaluation of prices</b>	The prices of bids found to be substantially compliant will be compared to identify the most substantially compliant bid which represents the lowest overall costs to IOM.
<b>40. Post-qualification</b>	<p>IOM reserves the right to undertake a post-qualification assessment, aimed at determining, to its satisfaction, the validity of the information provided by the bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> <li>a) Verification of accuracy, correctness and authenticity of the information provided by the bidder;</li> <li>b) Validation of the extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team;</li> <li>c) Inquiry and reference checking with Government entities with jurisdiction over the bidder, or with previous clients, or any other entity that may have done business with the bidder;</li> <li>d) Inquiry and reference checking with previous clients on the performance on ongoing or completed contracts, including physical inspections of previous works, as deemed necessary;</li> <li>e) Physical inspection of the bidder's offices, branches or other places where business transpires, with or without notice to the bidder;</li> <li>f) Other means that IOM may deem appropriate, at any stage within the selection process, prior to awarding the contract.</li> </ul>
<b>41. Clarification of bids</b>	IOM may request clarification or further information in writing from the bidders at any time during the evaluation process. The bidders' responses shall not contain any changes regarding the substance or price of the bid, except to confirm the correction of arithmetic errors discovered by IOM in the evaluation of the bids, in accordance with Instructions to Bidders Article 25 (Errors or omissions).

	IOM may use such information in interpreting and evaluating the relevant bid but is under no obligation to take it into account.
<b>42. Responsiveness of bid</b>	<p>IOM's determination of a bid's responsiveness is to be based on the contents of the bid itself. A substantially responsive bid is one that conforms to all the terms, conditions, and specifications of the bidding documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:</p> <ul style="list-style-type: none"> <li>a) affects in any substantial way the scope, quality, or performance of the goods, services and/or works specified in the contract; or</li> <li>b) limits in any substantial way, inconsistent with the bidding documents, IOM's rights or the bidder's obligations under the contract; or</li> <li>c) if rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.</li> </ul> <p>If a bid is not substantially responsive, it shall be rejected by IOM and may not subsequently be made responsive by the bidder by correction of the material deviation, reservation, or omission.</p>
<b>43. Nonconformities, reparable errors and omission</b>	<p>Provided that a bid is substantially responsive, IOM may waive any non-conformities or omissions in the bid that, in the opinion of IOM, do not constitute a material deviation. These are a matter of form and not of substance and can be corrected or waived without being prejudicial to other bidders.</p> <p>Provided that a bid is substantially responsive IOM may request the bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the bid. Failure of the bidder to comply with the request may result in the rejection of its bid.</p> <p>For bids that have passed the preliminary examination, IOM shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> <li>a) if there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of IOM there is an obvious misplacement of the decimal point in the unit price; in which case, the line-item total as quoted shall govern and the unit price shall be corrected;</li> <li>b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and</li> <li>c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.</li> </ul> <p>If the bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be rejected, and its bid security may be forfeited.</p>
<b>44. Right to accept any bid and to reject any or all bids</b>	IOM reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for IOM's action. IOM shall not be obliged to award the contract to the lowest priced offer.
<b>45. Samples</b>	Where required as per Section 5: Schedule of Requirements, free, non-returnable samples shall be provided by the bid submission deadline for evaluation and testing by IOM or their representative, of the item and/or the packing and packaging, prior to any award. Samples will

	<p>be subject to technical review and laboratory analysis where appropriate. Samples provided to IOM are non-returnable unless otherwise stated. Samples should be marked with the ITB number.</p> <p>If a bidder fails to provide samples or documents requested by IOM in a timely manner, IOM may declare the bid unsuccessful.</p>
<b>AWARD OF CONTRACT</b>	
<b>46. Award criteria</b>	In the event of a Contract award, IOM shall award the contract to a bidder who has been determined as eligible and qualified and whose bid has been determined to be the lowest-priced, substantially compliant offer to the ITB. IOM reserves the right to conduct negotiations with the bidder recommended for the award on the content of their bid.
<b>47. Right to vary requirement at time of award</b>	At the time the Contract is awarded, IOM reserves the right to increase or decrease the quantity of goods, works and/or services originally specified in Section 5: Schedule of Requirements, provided this does not exceed the percentages specified in Section 3 Data Sheet, and without any change in the unit prices or other terms and conditions of the bid and the bidding document.
<b>48. Notification of award</b>	Prior to the expiration of the period of bid validity, IOM will notify the successful bidder in writing by email, fax or post, that its bid has been accepted. Please note that the bidder, if not already registered at the appropriate level in UNGM, will be required to complete the vendor registration process on the UNGM prior to the signature and finalization of the contract.
<b>49. Debriefing</b>	In the event that a bidder is unsuccessful, the bidder may request a debriefing from IOM. The purpose of the debriefing is to discuss the strengths and weaknesses of the bidder's submission, in order to assist the bidder in improving its future bids for IOM procurement opportunities. The content of other bids and how they compare to the bidder's submission shall not be discussed.
<b>50. Performance security</b>	<p>The successful bidder, if so specified in Section 3: Data Sheet shall furnish performance security in the amount and form specified therein, within the specified number of days after receipt of the contract from IOM. Banks issuing performance securities must be acceptable to the IOM controller, i.e. banks certified by the central bank of the country to operate as a commercial bank. IOM shall promptly discharge the bid securities of the unsuccessful bidders pursuant to Article 19 (Bid Security).</p> <p>Failure of the successful bidder to submit the above-mentioned performance security or sign the contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. In that event IOM may award the contract to the next lowest evaluated bidder, whose offer is substantially responsive and is determined by IOM to be qualified to perform the contract satisfactorily.</p>
<b>51. Bank guarantee for advance payment</b>	Except when the interests of IOM so require, it is IOM's standard practice not to make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per Section 3: Data Sheet, and if specified there, the bidder shall submit a Bank Guarantee in the full amount of the advance payment. Banks issuing bank guarantees must be acceptable to the IOM controller, i.e., banks certified by the central bank of the country to operate as a commercial bank.
<b>52. Liquidated Damages</b>	If specified in Section 3: Data Sheet, IOM shall apply Liquidated Damages for the damages and/or risks caused to IOM resulting from the Contractor's delays or breach of its obligations as per the Contract.
<b>53. Proposal protest</b>	Any proposer that believes to have been unjustly treated in connection with this proposal process or any contract that may be awarded as a result of such proposal process may submit a complaint to <a href="mailto:mscu@iom.int">mscu@iom.int</a> .

### SECTION 3: DATA SHEET

The following specific data shall complement, supplement, or amend the Provisions in Section 2: Instructions to Bidders. In case there is a conflict, the provisions herein shall prevail over those in Section 2: Instructions to Bidders.

Ref. Article in Section 2		Specific Instructions / Requirements
1.	Scope	<p>Invitation to Bid (ITB) is for Provision of Supply and Installation of Prefab Units in Different locations as further described in Section 5 of this ITB.</p> <p>BoQ for all lots are standard and applicable for all lots. BoQs shall be priced for each lot separately indicating the Lot number in the BoQ.</p>
4.	Eligible bidders	Bidders registered in Libya only (construction or prefab companies)
5.	Eligible goods, works and services	Goods, works and/or services with origin in all countries are eligible in this bidding process.
8.	Clarification of solicitation documents	<p>Contact details for clarification of solicitation documents:</p> <p>Focal Person IOM Libya Procurement :</p> <p>Address Hay Alkweet, Janzour, Libya</p> <p>E-mail address: iomlibyaproposal@iom.int</p> <p><b>ATTENTION: BIDS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR BID SUBMISSION AS SET OUT BELOW (see Data Sheet Article 28).</b></p> <p>Deadline for submitting requests for clarifications/questions:</p> <p>Date 29.08.2023</p> <p>Time: 16:00 PM</p> <p>Time zone: GMT +2</p> <p>Manner of disseminating supplemental information to the ITB and responses/clarifications to queries:</p> <p>Direct communication to prospective bidders by email.</p>
11.	Language	All bids, information, documents and correspondence exchanged between IOM and the bidders in relation to this bid process shall be in English
15.	Price adjustment	The price quoted by the Bidder shall not be subject to adjustment during the performance of the contract.
15.	Partial bids (lots)	Bidders shall be allowed to quote prices for one or more lots identified in Section 5: Schedule of Requirements. However, Bidders must offer 100% of the items and 100% of the quantities per item specified per lot. Evaluation will be done per lot.

16.	Bid currencies	Prices shall be quoted in USD Dollar
17.	Duties and taxes	All prices shall: Be exclusive of VAT and other applicable indirect taxes.
18.	Bid validity period	90 days
19.	Bid security	Not required.
22.	Alternative bids	shall not be allowed
23.	Pre-bid conference	Will be not be conducted.
24.	Site inspection	Site inspection will be not conducted, Bidders may carry out their own site inspection
28.	Instruction for bid submission	Allowable manner of submitting proposals: Email iomlibyaproposal@iom.int
29.	Deadline for bid submission	Date: 30 August 2023 Time: 16:00 PM Time zone: In Libya (GMT+2)
32.	Bid opening	Public bid opening will not be held



	Expected date for commencement of contract	15-Sep-23
47.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased is 25% The maximum percentage by which quantities may be decreased is 25%
	Contract award to one or more bidder	IOM will award a contract to:  One or more Bidders, depending on the following factors:  1- Capacity of the bidders 2- Price 3- Time
50.	Type of contract to be awarded	Construction Contract  See Section 6: for sample contract.
50.	Conditions of contract to apply	Authorized bidder in this sector may apply  See Section 6
52.	Performance security	Not Required.
53.	Advance payment	Not Allowed
54.	Liquidated Damages	Will be imposed as follows:  Percentage of contract price per week of delay: 5% up to a maximum of 10% of the Contract value, after which IOM may terminate the contract.
	Other information related to the ITB	IOM expects to receive 100% completed works latest by 05 December 2023.  Prefab contractors' specific registration requirements shall be submitted demonstrating the capacity and previous experience to provide such works.  <b>BoQ for all lots are standard and applicable for all lots. BoQs shall be priced for each lot separately indicating the Lot number in the BoQ.</b>

## SECTION 4: EVALUATION CRITERIA

### Preliminary Examination Criteria

All criteria will be evaluated on a Pass/Fail basis and checked during Preliminary Examination.

Criteria	Documents to establish compliance
Completeness of the bid	All documents and technical documentation requested in Section 2: Instructions to Bidders Article 12 have been provided and are complete
Bidder accepts IOM General Conditions of Contract as specified in Section 6.	Form C: Bid Submission
Bid Validity	Form C

### Eligibility and Qualification Criteria

All criteria will be evaluated on a Pass/Fail basis.

If the bid is submitted as a Joint Venture, Consortium or Association, each member should meet the minimum criteria, unless otherwise specified.

Eligibility Criteria	Documents to establish compliance
Bidder is a legally registered entity	Form D: Bidder Information
Bidder belongs to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other.	Form D: Bidder Information
Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.	Form C: Bid Submission
No conflicts of interest in accordance with Section 2 Article 4.	Form C: Bid Submission
The bidder has not declared bankruptcy, in not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future	Form C: Bid Submission
Certificates and Licences: <ul style="list-style-type: none"> <li>Licensed Construction company or prefab manufacturer/supplier Company</li> </ul>	Form D: Bidder Information

Qualification Criteria	Documents to establish compliance
History of non-performing contracts: Non-performance of a contract did not occur as a result of contractor default within the last 3 years.	Form F: Eligibility and Qualification Form
Litigation History: No consistent history of court/arbitral award decisions against the bidder for the last 3 years.	Form F: Eligibility and Qualification Form
Previous Experience:	
Minimum 3 years of relevant experience.	Form F: Eligibility and Qualification Form
Minimum 2 contracts of similar value, nature and complexity implemented over the last 2 years. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form F: Eligibility and Qualification Form
Financial Standing:	
Company Bank account (s) Bank statement (s) for last 12 months.	Copy of bank statements for the last 12 months

#### Technical Evaluation Criteria

Criteria	Documents to establish compliance
Goods/works/services offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section 5: Schedule of Requirements.	Form G: Technical Bid
The bid is substantially compliant with the minimum Delivery Requirements included in Section 5: Schedule of Requirements and do not contain any material deviation(s).	Form G: Technical Bid Form H: Price Schedule

#### Evaluation of Prices

Criteria	Documents to establish compliance
Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable).	Form H: Price Schedule

## SECTION 5: SCHEDULE OF REQUIREMENTS

**Summary of Requirements : ITB LY23-129 Provision of Supply and Installation of Prefab Units in Different locations.**

### A. Requirements are comprised of the following Lots:

- **Lot 1** For Provision of Supply and Installation of Prefab Units in **Ghat Border Crossing** including the water network and electrical work and canopy of gate.
- **Lot 2.:** For Provision of Supply and Installation of Prefab Units in **Ghat Airport** including the water network and electrical work and canopy of gate.
- **Lot 3.:** For Provision of Supply and Installation of Prefab Units in **Tahala – Al Awinat** including the water network and electrical work and canopy of gate.
- **Lot 4.:** For Provision of Supply and Installation of Prefab Units in **Al Awinat** including the water network and electrical work and canopy of gate.
- **Lot 5:** For Provision of Supply and Installation of Prefab Units in in **Aweina** including the water network and electrical work and canopy of gate
- **Lot 6.:** For Provision of Supply and Installation of Prefab Units in **Wadi Shati** including the water network and electrical work and canopy of gate
- **Lot 7.:** For Provision of Supply and Installation of Prefab Units in **Bir Harakat** including the water network and electrical work and canopy of gate
- **Lot 8:** For Provision of Supply and Installation of Prefab Units in **Wadi Mimoun** including the water network and electrical work and canopy of gate
- **Lot 9.:** For Provision of Supply and Installation of Prefab Units in **Bir Bu Zouaitah** including the water network and electrical work and canopy of gate
- **Lot 10.:** For Provision of Supply and Installation of Prefab Units in **Al Masly** including the water network and electrical work and canopy of gate

### • B. Technical Specifications for Goods

**Note: BoQ for all lots are standard and applicable for all lots. BoQs shall be priced for each lot separately indicating the Lot number in the BoQ.**

**Lot No. 1:** For Provision of Supply and Installation of Prefab Units in **Ghat - Ghat Border Crossing (24.7809102, 10.2160064)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No. 2:** For Provision of Supply and Installation of Prefab Units in **Ghat Airport (25.1415970, 10.1822166)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No. 3:** For Provision of Supply and Installation of Prefab Units in **Tahala – Al Awinat (25.715565,10.374333)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No. 4:** For Provision of Supply and Installation of Prefab Units in **Al Awinat (25.8242300, 11.0027556)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.5:** For Provision of Supply and Installation of Prefab Units in **Aweina (28.4888500, 12.6919452)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.6:** For Provision of Supply and Installation of Prefab Units in **Wadi Shati (29.5686126, 13.1011872)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.7:** For Provision of Supply and Installation of Prefab Units in **Bir Harakat (30.1318402, 10.5768946)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.8:** For Provision of Supply and Installation of Prefab Units in **Wadi Mimoun (30.1844260, 11.0790632)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.9:** For Provision of Supply and Installation of Prefab Units in **Bir Bu Zouaitah (30.2594564, 12.0398814)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Lot No.10:** For Provision of Supply and Installation of Prefab Units in **Al Masly (30.2661325, 12.3332812)** including the water network and electrical work and canopy of gate.

Item No	Minimum Technical Requirements	Unit	Quantity
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m for office ( see attached BoQ)	EA	1
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets (see attached BoQ)	EA	1
3	Water network and electrical work and canopy (see attached BoQ)	LS	1

**Note:** BoQ for all lots are standard and applicable for all lots. BoQs shall be priced for each lot separately indicating the Lot number in the BoQ.

#### C. Delivery Requirements

Delivery date	Bidder shall deliver the goods <a href="#">Click or tap here to enter text.</a> after contract signature.	
Delivery place/terms (INCOTERMS 2020)	Ghat, Ghadames, Ubari and Tebqa	
Customs clearance (must be linked to INCOTERM)	Shall be done by: Supplier/Bidder	
Consignee details	NA	
Distribution of shipping documents (if using freight forwarder)	NA	
Packing requirements	NA	
Mode of transport	<input type="checkbox"/> Air	<input type="checkbox"/> Land
	<input type="checkbox"/> Sea	<input type="checkbox"/> Other specify

### E. Drawings

These bidding documents include the following drawings.

Drawing No	Drawing name	Purpose
1	Prefab, canopy, and solar system drawing	To support vendors for offer submission



IOM office-specific Ref. No.	
IOM Project Code	

**CONSTRUCTION AGREEMENT**  
**between the**  
**International Organization for Migration**  
**and**  
**[Name of the Contractor]**

This Construction Agreement is entered into between the **International Organization for Migration**, a related organization of the United Nations, acting through its [insert office name, e.g., Mission in XXX], [Address of the Mission], represented by [Name, Title of Director, CoM, HoO] (hereinafter referred to as “**IOM**”), and **[Name of Contractor]**, of [address], in [country], represented by [Name, Title of the representative of the Contractor], (hereinafter referred to as the “**Contractor**”). IOM and the Contractor are also referred to individually as a “**Party**” and collectively as the “**Parties**.”

**1. Introduction and Integral Documents**

- 1.1 IOM intends to engage the services of [company's name] for the construction of [name of project and project code/ WBS Element] located at [address] (the “**Works**”). The Works are what this Agreement requires the Contractor to construct, install and turn over to IOM, as defined in the plans, specifications and Bill of Quantities.
- 1.2 The following documents form part of this Agreement and are attached as Annexes: *[add/delete as necessary]*
- (a) **Annex A** - Detailed Instruction to Bidders dated [insert date], with annexed Scope of Work, Technical Specifications, Drawings, and General Conditions of Tender;
  - (b) **Annex B** - Bid Form including Contractor's firm and final proposal/bid dated [insert date], with detailed Bill of Quantities (“**BoQ**”) and unit cost;
  - (c) **Annex C** - Approved Work Schedule;
  - (d) **Annex D** - Accepted Notice of Award (“**NoA**”); and
  - (e) **Annex E** – IOM Terms and Conditions for European Union Funded Service Type Agreements

In the event of conflict between the provisions of any Annex and the terms of the main body of the Agreement, the latter shall prevail.

- 1.3 Any other Project documentation, agreed and signed by both Parties during the implementation of this Agreement, shall form part of this Agreement.
- 1.4 All correspondence, instructions, notes and other communications relating in any way to the performance of this Agreement will be in the English language. The English language version of the Agreement will at all times be the version of the Agreement which binds the Parties.

Translations of the Agreement into languages other than English may be prepared for working purposes but will have no legally binding effect on the Parties.

- 1.5 If either Party finds any discrepancy or ambiguity in this Agreement, that Party must notify the other Party in writing. The Parties agree to consult with each other to attempt to resolve the discrepancy or ambiguity.
- 1.6 Unless otherwise advised by IOM in writing, all Project reports and other issues arising under this Agreement shall be addressed to IOM's authorized signatory of this Agreement.

## **2. Scope of Work**

- 2.1 The Contractor shall furnish all the necessary materials, tools and equipment, labor, supervision, and other services, for the satisfactory and timely completion of the Works in accordance with this Agreement.
- 2.2 Only IOM may approve any changes, modifications, deviations, and substitutions, in the Scope of Work in accordance with Article 7 ("**Work Variation**").
- 2.3 IOM reserves the right to supply any materials, equipment, or resources, and to delete or reduce any work item, whether in whole or in part and update Annexes as necessary and a reduced Contract Price shall be agreed.

## **3. Contract Price**

- 3.1 The total contract price (the "**Contract Price**") shall [currency code] [amount in numbers] ([amount in words]) only, inclusive of all applicable fees, taxes and permits that may be imposed by any Government entity in connection with the execution, completion, and turnover of the Works pursuant to this Agreement.
- 3.2 The Contract Price and unit cost as outlined in Annex B shall be binding and shall not be altered in any event. The Contract Price will be modified only in cases of IOM-approved Work Variations and IOM-supplied materials as outlined in Articles 2.2 and 2.3 of this Agreement and shall be reflected in writing.
- 3.3 The liability of IOM to the Contractor is STRICTLY LIMITED to the Contract Price outlined in Article 3.1, regardless of any increase in wage or labor cost or fluctuation in the cost of materials and equipment, occurring at any time. The Contractor shall be liable for its under-estimation of the requirements of this Agreement, inflation or currency devaluation, if any.

## **4. Manner of Payment**

- 4.1 The Contract Price shall be paid in accordance with the following payment schedule
  - (a) (Applicable if an advance payment is made) IOM shall release an advance payment equivalent to [percentage] of the Contract Price in the amount of [currency] [insert amount in numbers] (amount in words and currency in words) within 7 (seven) calendar days from the Contractor's signature of this Agreement and Contractor's submission of and IOM's approval of the following items:
    - i. Drawings and Technical Documents for Permit Purposes;

- ii. Approved Detailed Construction and Workings Drawings;
- iii. Work Schedule;
- iv. List of Sub-Contractors and Suppliers (if applicable);
- v. Unconditional Bank Guarantee equivalent to [percentage to match advance payment] percent of the Contract Price to guarantee the advance payment, if applicable;
- vi. Performance Security if required under Article 9.

- (b) IOM will pay the Contractor [currency code] amount in numbers (amount in words) on confirmation by IOM of satisfactory progress toward the completion of (amount)% ([amount in words] per cent) actual measured work as per Bill of Quantities at Annex B and logbook.
- (c) IOM will pay the Contractor [currency code] amount in numbers (amount in words) after the completion of 100% (one hundred per cent) of the Works and inspection and provisional acceptance of the completed Works.
- (d) The balance of 10% (ten per cent) of the total Contract Price in the amount of [currency code] amount in numbers (amount in words) will be held for 12 (twelve) months after provisional acceptance of the completed Works in accordance with Article 10 of this Agreement.

- 4.2 Payments for the Works will be done in installments in accordance with the Payment Schedule above in [currency] ([currency code]) by [bank transfer] to the following bank account:

Bank Name:  
Bank Branch:  
Bank Account Name:  
Bank Account Number:  
Swift Code:  
IBAN Number:

- 4.3 The Contractor's Progress Claims shall be submitted to and certified by IOM's appointed Project Manager who will verify the value of the work done with regard to the value of the quantities of items completed in the Bill of Quantities. The Contractor shall submit all Progress Claims with the following attachments:

- (a) Updated Financial Statement of the Project;
- (b) Statement of Completed Works;
- (c) Progress Photos; and
- (d) Contractor's Sales Invoice.

- 4.4 Within 7 (seven) calendar days of Contractor's submission of the Progress Claims and Statement of Completed Works and all required attachments to the Project Manager, the Project Manager shall evaluate the said Progress Claim(s). Evaluated and approved Progress Claims shall be due and payable within 10 (ten) working days from date of approval of Progress Claim. During this period of evaluation and processing of payments, the Contractor shall continue progress of the work in accordance with the Approved Work Schedule.

- 4.5 Any progress payment/s made by IOM does not imply nor signify acceptance of any portion of the accomplished work and does not waive IOM's right to enforce the Contractor's warranty as provided in Article 14.2 of this Agreement, nor to enforce penalties for delay.
- 4.6 The Contractor can only submit the final Progress Claim as per the Payment Schedule when the Contractor has satisfactorily completed and submitted:
- (a) All works, including Work Variation Orders, as stipulated in the annexed documents;
  - (b) Rectification of all reported non-conforming works;
  - (c) Completed demobilization and clean-up of site;
  - (d) Applicable materials and work test certificate/s;
  - (e) Approval duly signed by the Project Manager and by the Contractor's authorized representative that the Work is completed in accordance with drawings and specifications and in compliance with applicable laws, rules and regulations of the local and/or national government of the location where the Project is to be implemented.
- 4.7 A Certificate of Provisional Acceptance of completed Works shall be issued by IOM when each of the requirements under Article 4.6 have been fulfilled to its satisfaction.
- 4.8 A Certificate of Provisional Acceptance of terminated Works shall be issued by IOM if IOM terminates the contract in accordance with Article 26. This Certificate will indicate the Completion Rate as per Article 6.2 and the Contractor shall remain responsible for the rectification of non-conforming or defective portions of the Works in accordance with Article 14.2.
- 4.9 A Certificate of Final Acceptance shall be issued by IOM 12 (twelve) months after the date a Certificate of Provisional Acceptance of the completed or terminated Works is issued provided that any works required during the warranty period have been completed to its satisfaction.

## **5. Completion Period**

- 5.1 The Contractor shall mobilize all necessary and appropriate resources and coordinate all work activities with IOM to ensure commencement of the Works on [insert date] and completion and turn-over of the Works to IOM by [insert date] ("Completion Date").
- 5.2 Where the Contractor is unable to complete the Works by the [Completion Date] date specified in Article 5.1, the Contractor may request a time extension in writing explaining the reasons for the delay.
- 5.3 IOM shall not approve requests for time extension for reasons such as but not limited to:
- (a) Project location, conditions and restrictions identified during time of tender and award of the Agreement;
  - (b) Normal weather and climatic conditions prevailing at the site location;
  - (c) Logistics, implementation, coordination problems and other reasons within the control of the Contractor;
  - (d) Financial, operational and labor difficulties of the Contractor or any of its sub-Contractor/s or supplier/s;
  - (e) Any required rectification of non-conforming work items; and
  - (f) Nature and condition of terrain.

- 5.4 IOM may revise the Completion Date as stated in Article 5.1 in response to the Contractor's request for time extension caused by any of the following:
- (a) Force Majeure as described in Article 16;
  - (b) Approved Work Variation Order/s requiring additional time for completion by the Contractor, as agreed between the Parties;
  - (c) IOM's failure to make timely payments for the Works completed to IOM's satisfaction;

Provided, the requested extension shall not exceed the duration of the work stoppage or delay caused by the foregoing.

- 5.5 If the Works are not completed by the Completion Date specified in Article 5.1 the Contractor shall be liable to IOM for liquidated damages equivalent to 0.1% (one-tenth of one per cent) of the total Contract Price for each day of delay until the whole Works are completed and accepted by IOM according to Article 4.7. IOM may, at its discretion, grant a conditional time extension whereby the Works are not considered to be in delay during the time extended, but in case of non-completion within the extended period, the calculation of liquidated damages for delay outlined herein shall be from the original completion date before extension. If the Agreement is terminated by either Party after the Completion Date due to non-completion of the Works, the Contractor shall be liable to IOM for liquidated damages equivalent to 0.1% (one-tenth of one per cent) of the total Contract Price for each day from the Completion Date to the notice date of termination.

## 6. Work Schedule

- 6.1 Within the timeframe specified in the NoA and no later than the date of signature of this Agreement, the Contractor shall submit to IOM a work schedule (the "**Work Schedule**") showing the order and timing for all the activities in the Works.
- 6.2 The Contractor shall keep and update a daily logbook on all progress and matters relating to the Works in accordance with industry standards. The logbook shall be inspected and verified for accuracy, daily or at an interval designated by IOM, by a designated IOM staff or its authorized representatives. The logbook shall be the authoritative source of information for determining the extent of the Works completed (the "**Completion Rate**"). In case the Contractor fails to update the logbook properly with the required verification, IOM shall have the right to solely determine the Completion Rate which cannot be challenged by the Contractor.
- 6.3 The Contractor shall submit an updated Work Schedule as and when requested by IOM or its Project Manager.
- 6.4 The Contractor shall notify IOM through its Project Manager of any proposed change in the Work Schedule. Any change shall be subject to prior written approval by IOM. The Contractor shall also submit to the Project Manager for approval a revised schedule within 7 (seven) calendar days from the date of proposing the change.
- 6.5 If at any time IOM deems that Contractor's actual progress is inadequate to meet the requirements of this Agreement, IOM may notify the Contractor to take such steps as may be necessary to improve its progress. If after a reasonable period, as determined by IOM, the Contractor still does not improve its performance, IOM may require an increase in Contractor's labour force, the number of shifts, workdays per week, overtime hours, amount

of equipment, or require expedited shipment of equipment and materials, all at the Contractor's cost and without additional cost to IOM.

- 6.6 If at any time the Contractor's labor force is inactive due to unpaid wages, the Contractor shall be liable to IOM for liquidated damages equivalent to 0.1% (one-tenth of one percent) of the total Contract Price for each day of work stoppage until the entire labor force resumes work on the Project. This penalty shall be applied independently of any other sanction or penalty allowed for in this Agreement.

## **7. Work Variation**

- 7.1 At any time during the implementation and execution of this Project, IOM reserves the right to request any alteration in any aspect of the work, as deemed necessary or appropriate by IOM in the best interest of the Project.
- 7.2 Alterations and/or modifications, whether additive or deductive, shall be conveyed to the Contractor in the form of a work variation order (the "**Work Variation Order**") duly approved and signed by IOM or its authorized representative. The Contractor shall immediately implement any Work Variation Order issued by IOM.
- 7.3 All variations shall be included in an updated Work Schedule.
- 7.4 If any work in the Work Variation Order corresponds with an item description in the BoQ, the rate in the BoQ shall be used to calculate the value of the variation. In other cases, the cost of such Work Variation Order shall be evaluated and compensated as agreed between the Parties. IOM may request the Contractor to provide a quotation for the cost of the variation.

## **8. Bank Guarantee for Advance Payment (IF APPLICABLE)**

- 8.1 The Contractor shall, within the timeframe specified in the NoA and no later than the date of signature of this Agreement, furnish IOM with an unconditional bank guarantee in the amount equivalent to [percentage] of the Contract Price (the "**Bank Guarantee**").
- 8.2 The Bank Guarantee shall be in a form and by a bank acceptable to IOM in an amount and currency equal to the advance payment.
- 8.3 The amount of the Bank Guarantee shall not be construed as the limit of the Contractor's liability to IOM in any event.
- 8.4 The Bank Guarantee shall be effective from the date of the release of cash advance as per Article 4.1 of this Agreement until the date of the provisional acceptance as per Articles 4.7 or 4.8.

## **9. Performance Security (Applicable where the contract price is over USD 300,000)**

- 9.1 The Contractor shall, within the timeframe specified in the NoA, furnish IOM with a performance bond in the amount equivalent to 10% (ten percent) of the Contract Price, to be issued by a reputable bank or surety company in a form acceptable to IOM (the "**Performance Bond**").

- 9.2 The Performance Bond shall serve as the guarantee for the Contractor's faithful performance and compliance with the terms and conditions of this Agreement.
- 9.3 The amount of the Performance Bond shall not be construed as the limit of the Contractor's liability to IOM in any event.
- 9.4 The Performance Bond shall be effective from the date of commencement of the Works until the date of Provisional Acceptance as per Articles 4.7 or 4.8.

## **10. Retention**

- 10.1 Upon issuance of the Certificate of Provisional Acceptance for completed Works as per Article 4.7, an amount equivalent to 10% (ten per cent) of the Contract Price shall be retained by IOM to be used for repairs or reconstruction of defective works due to poor workmanship and/or inferior quality of material used which are discovered within a period of 12 (twelve) months from the date of Provisional Acceptance.
- 10.2 In case a Certificate of Provisional Acceptance for terminated Works has been issued as per Article 4.8, an amount equivalent to 10% (ten per cent) of the Contract Price corresponding to the Completion Rate as per Article 6.2 shall be retained by IOM to use for repairs and reconstruction of defective works due to poor workmanship and/or inferior quality of material used for which the Contractor was responsible under this Agreement which are discovered within a period of 12 (twelve) months from the date of Provisional Acceptance.
- 10.3 The Contractor may, from the date of Provisional Acceptance and until the expiration of Retention period, request IOM to release the amount retained as per Article 10.1 or Article 10.2 by submitting an unconditional bank guarantee. Such bank guarantee shall be in a form and by a bank acceptable to IOM and in an amount and currency equal to the amount retained and effective until the expiration of Retention period.

## **11. Contractor's Responsibility**

- 11.1 All government permits and licenses required for the execution of the Works under this Agreement shall be obtained prior to the commencement of the Works and paid for by the Contractor.
- 11.2 The Contractor shall comply with local and national building regulations imposed by appropriate government agencies, and shall keep IOM indemnified against all fines, penalties and losses incurred by reason of any breach of this clause.
- 11.3 The Contractor shall assume full responsibility for the Works under this Agreement until its final acceptance by IOM as per Article 4.9. The Contractor shall have entire control and supervision of the Works and services herein agreed upon and shall be solely liable for the salaries, wages and other employment benefits of all employees and sub-contractors. Should the Contractor breach this clause, IOM has the right to proceed against the Performance Bond or Bank Guarantee or to use the Retention Amount, without prejudice to demanding direct reimbursement from the Contractor in the event that the amount of the Performance Bond Bank Guarantee or Retention Amount is insufficient.
- 11.4 The Contractor shall be responsible for the safety of all activities on the site and for ensuring that relevant occupational health and safety laws and regulations are followed.

- 11.5 The Contractor shall be solely and fully accountable for ANY claim for losses, liabilities, injuries, or damages arising out of or in connection with the work done or to be performed under this Agreement including but not limited to any accident or injury of any of its employees or sub-contractors during the term of this Agreement , or for any injury to any person or damages or loss of properties arising from the construction or any act or omission of the Contractor or anyone in its employment, or its subcontractors.
- 11.6 The Contractor shall comply with local laws on wages and such other labor laws including all other laws, orders and regulations of any government authority in connection with the Works.
- 11.7 The Contractor shall at all times defend, indemnify, and hold harmless IOM, its officers, employees, and agents from and against all losses, costs, damages and expenses (including legal fees and costs), claims, suits, proceedings, demands and liabilities of any kind or nature to the extent arising out of or resulting from acts or omissions of the Contractor or its employees, officers, agents or subcontractors, in the performance of this Agreement. IOM shall promptly notify the Contractor of any written claim, loss, or demand for which the Contractor is responsible under this clause.

## **12. Inspection of Works**

- 12.1 IOM reserves the right for itself and its representatives to inspect the Works, while in progress, so as to give IOM the opportunity to reject the whole or any portion thereof, which in the opinion of IOM's representative is defective or substandard.
- 12.2 The Contractor shall allow the Project Manager and other IOM representatives to access to the work site at any time.

## **13. Insurance**

- 13.1 Without limiting the Contractor's liability pursuant to Article 11 (Contractor's Responsibility), the following insurance cover is to be provided and maintained by the Contractor for the entire duration of this Agreement:
- (a) Third party liability for any one claim or series of claims arising out of any one accident or event;
  - (b) Workmen's compensation and/or employer's liability insurance which complies with applicable legislation;
  - (c) Automobile public liability and property damage insurance; and
  - (d) Cover against loss or damage to the Works and materials during the construction.
- 13.2 The amount of coverage for each type of insurance is to be in line with relevant industry standards and in an amount acceptable to IOM.
- 13.3 Policies and certificates of insurance are to be provided to IOM prior to the commencement of the Works.

## **14. Warranties**

- 14.1 The Contractor represents and warrants that it is financially sound and duly licensed, with the adequate labor/human resources, equipment and tools, competence, expertise and skills



necessary to carry out fully and satisfactorily, within the stipulated completion period, the Works in accordance with this Agreement.

- 14.2 The Contractor guarantees and warrants the performance and completion of the design and construction work to the full and complete satisfaction of IOM. The Contractor remains responsible for the damages caused or identified within 12 (twelve) months from the date of issue of IOM's Certificate of Provisional Acceptance of the Works as per Articles 4.7 or 4.8, on account of defects in the construction, or the use of materials of inferior quality furnished by it, or due to any violation of the terms of the Agreement.
- 14.3 In case of any defect in workmanship or materials, which may become apparent in the course of construction, the Contractor shall, within 7 (seven) calendar days from IOM's demand, at Contractor's own cost and expense, remedy such portion of the Works done by the Contractor as in the opinion or judgment of IOM is unsound, incorrect or defective or not in accordance with the plans and specifications.
- 14.4 In case of Contractor's default, failure or refusal to carry out such order to remove and replace the unsound, incorrect or defective portion of the Works within 7 (seven) days as required by the previous clause, IOM may terminate this Agreement and/or engage the services of other persons to carry out the same. The Contractor shall bear all expenses arising there from or incidental thereto. IOM may require direct reimbursement for the cost of such action from the Contractor, deduct the expenses from any amount due to the Contractor, or deduct the amount from Performance Bond, the Bank Guarantee or the Retention Amount.
- 14.5 If any defects or imperfections are discovered by IOM and communicated to the Contractor after provisional acceptance but prior to final acceptance of the Works due to defective or improper workmanship and/or inferior quality of the material used, the Contractor shall immediately correct such defects within a period of 5 (five) days of receipt of written notice from IOM. Where the Contractor fails to act within this period, IOM may engage the services of a third party to correct the defect and hold the Contractor liable for the cost of such services. In such circumstances the Contractor shall reimburse IOM the cost of such repair, with interest at 2% (two per cent) per month from the time such expenses were incurred until fully reimbursed. The Performance Bond, Bank Guarantee and Retention, if not yet released at the time the said defects are found, may be used for this purpose.
- 14.6 The Contractor shall perform repair work with the utmost care and diligence to protect existing facilities and prevent damage thereto. In the event that damage to existing facilities is caused by such repairs, the Contractor shall repair such damage at its own expense and to IOM's satisfaction and acceptance.
- 14.7 The Contractor further warrants that:
- (a) It shall comply with all applicable laws, ordinances, rules and regulations when performing its obligations under this Agreement;
  - (b) In all circumstances it shall act in the best interests of IOM;
  - (c) No official or employee of IOM or any third party has received from, will be offered by, or will receive from the Contractor any direct or indirect benefit arising from the Agreement or award thereof;
  - (d) It has not misrepresented or concealed any material facts in the procuring of this Agreement;
  - (e) All materials used are new, legally sourced and fit for their particular purpose;

- (f) No asbestos or any other health hazard materials (lead paints etc.) will be used in the course of the construction;
- (g) The Contractor, its staff or shareholders have not previously been declared by IOM ineligible to be awarded agreements by IOM;
- (h) The Price specified in this Agreement shall constitute the sole remuneration in connection with this Agreement. The Contractor shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Agreement or the discharge of its obligations thereunder. The Contractor shall ensure that any subcontractors, as well as the officers, personnel and agents of either of them, similarly, shall not receive any such additional remuneration.
- (i) It shall respect the legal status, privileges and immunities of IOM as an intergovernmental organization, such as inviolability of documents and archive wherever it is located, exemption from taxation, immunity from legal process or national jurisdiction. In the event that the Contractor becomes aware of any situation where IOM's legal status, privileges or immunities are not fully respected, it shall immediately inform IOM.
- (j) It is not included in the most recent Consolidated United Nations Security Council Sanctions List nor is it the subject of any sanctions or other temporary suspension. The Contractor will disclose to IOM if it becomes subject to any sanction or temporary suspension during the term of this Agreement.
- (k) It must not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the most recent Consolidated United Nations Security Council Sanctions List and all other applicable anti-terrorism legislation. If, during the term of this Agreement, the Contractor determines there are credible allegations that funds transferred to it in accordance with this Agreement have been used to provide support or assistance to individuals or entities associated with terrorism, it will inform IOM immediately who in consultation with the donors as appropriate, shall determine an appropriate response. The Contractor shall ensure that this requirement is included in all subcontracts.

14.8 The Contractor warrants that it shall abide by the highest ethical standards in the performance of this Agreement, which includes not engaging in any fraudulent, corrupt, discriminatory or exploitative practice or practice inconsistent with the rights set forth in the Convention on the Rights of the Child. The Contractor shall immediately inform IOM of any suspicion that the following practice may have occurred or exist:

- (a) a corrupt practice, defined as the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the action of IOM in the procurement process or in contract execution;
- (b) a fraudulent practice, defined as any act or omission, including a misrepresentation or concealment, that knowingly or recklessly misleads, or attempts to mislead, IOM in the procurement process or the execution of a contract, to obtain a financial gain or other benefit or to avoid an obligation or in such a way as to cause a detriment to IOM;
- (c) a collusive practice, defined as an undisclosed arrangement between two or more bidders designed to artificially alter the results of the tender process to obtain a financial gain or other benefit;
- (d) a coercive practice, defined as impairing or harming, or threatening to impair or harm, directly or indirectly, any participant in the tender process to influence improperly its activities, or affect the execution of a contract;

- (e) an obstructive practice, defined as (i) deliberately destroying, falsifying, altering or concealing of evidence material to IOM investigations, or making false statements to IOM investigators in order to materially impede a duly authorized investigation into allegations of fraudulent, corrupt, collusive, coercive or unethical practices; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or (ii) acts intended to materially impede the exercise of IOM's contractual rights of access to information;
- (f) any other unethical practice contrary to the principles of efficiency and economy, equal opportunity and open competition, transparency in the process and adequate documentation, highest ethical standards in all procurement activities.

14.9 The Contractor further warrants that it shall:

- (a) Take all appropriate measures to prohibit and prevent actual, attempted and threatened sexual exploitation and abuse (SEA) by its employees or any other persons engaged and controlled by it to perform activities under this Agreement ("other personnel"). For the purpose of this Agreement, SEA shall include:
  - 1. Exchanging any money, goods, services, preferential treatment, job opportunities or other advantages for sexual favours or activities, including humiliating or degrading treatment of a sexual nature; abusing a position of vulnerability, differential power or trust for sexual purposes, and physical intrusion of a sexual nature whether by force or under unequal or coercive conditions.
  - 2. Engaging in sexual activity with a person under the age of 18 ("child"), except if the child is legally married to the concerned employee or other personnel and is over the age of majority or consent both in the child's country of citizenship and in the country of citizenship of the concerned employee or other personnel.
- (b) Strongly discourage its employees or other personnel having sexual relationships with IOM beneficiaries.
- (c) Report timely to IOM any allegations or suspicions of SEA, and investigate and take appropriate corrective measures, including imposing disciplinary measures on the person who has committed SEA.
- (d) Ensure that the SEA provisions are included in all subcontracts.
- (e) Adhere to above commitments at all times.

14.10 The Contractor expressly acknowledges and agrees that breach by the Contractor, or by any of the Contractor's employees, contractors, subcontractors or agents, of any provision contained in Articles 14.7, 14.8, or 14.9 of this Agreement constitutes a material breach of this Agreement and shall entitle IOM to terminate this Agreement immediately on written notice without liability. In the event that IOM determines, whether through an investigation or otherwise, that such a breach has occurred then, in addition to its right to terminate the Agreement, IOM shall be entitled to recover from the Contractor all losses suffered by IOM in connection with such breach.

## 15. Assignment and Subcontracting

15.1 The Contractor shall not assign or subcontract the Agreement or any work under this Agreement in whole or in part, unless agreed in writing in advance by IOM. Any subcontract entered into by the Contractor without approval in writing by IOM may be cause for termination of the Agreement.

- 15.2 Notwithstanding a written approval from IOM, the Contractor shall not be relieved of any liability or obligation under this Agreement nor shall it create any contractual relation between any subcontractor and IOM. The Contractor shall include in an agreement with a subcontractor all provisions in this Agreement that are applicable to a subcontractor, including relevant Warranties and Special Provisions. The Contractor remains liable as a primary obligor under this Agreement, and it shall be directly responsible to IOM for any faulty performance under any subcontract. The subcontractor shall have no cause of action against IOM for any breach of the sub-contract.

## **16. Force Majeure**

- 16.1 Neither Party will be liable for any delay in performing or failure to perform any of its obligations under this Agreement if such delay or failure is caused by force majeure, which means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism, blockade or embargo, strikes, Governmental or state restrictions, natural disaster, epidemic, public health crisis, and any other circumstances which are not caused by nor within the control of the affected Party.
- 16.2 As soon as possible after the occurrence of a force majeure event which impacts the ability of the affected Party to comply with its obligations under this Agreement, the affected Party will give notice and full details in writing to the other Party of the existence of the force majeure event and the likelihood of delay. On receipt of such notice, the unaffected Party shall take such action as it reasonably considers appropriate or necessary in the circumstances, including granting to the affected Party a reasonable extension of time in which to perform its obligations. During the period of force majeure, the affected Party shall take all reasonable steps to minimize damages and resume performance.
- 16.3 IOM shall be entitled without liability to suspend or terminate the Agreement if Contractor is unable to perform its obligations under the Agreement by reason of force majeure. In the event of such suspension or termination, the provisions of Article 26 (Termination) shall apply.

## **17. Intellectual Property**

All intellectual property and other proprietary rights including, but not limited to, patents, copyrights, trademarks, and ownership of data resulting from the performance of the Services shall be vested in IOM, including, without any limitation, the rights to use, reproduce, adapt, publish and distribute any item or part thereof.

## **18. Independent Contractor**

The Contractor, its employees and other personnel as well as its subcontractors and their personnel, if any, shall perform all Works under this Agreement as an independent contractor and not as an employee or agent of IOM.

## **19. Audit**

The Contractor agrees to maintain records, in accordance with sound and generally accepted accounting procedures, of all direct and indirect costs of whatever nature involving transactions related to the provision of services under this Agreement. The Contractor shall make all such records available to IOM or IOM's designated representative at all reasonable times until the expiration of 7

(seven) years after the date of final payment, for inspection, audit, or reproduction. On request, employees of the Contractor shall be available for interview.

## **20. Confidentiality**

- 20.1 All information which comes into the Contractor's possession or knowledge in connection with this Agreement is to be treated as strictly confidential. The Contractor shall not communicate such information to any third party without the prior written approval of IOM. The Contractor shall comply with IOM Data Protection Principles in the event that it collects, receives, uses, transfers, stores or otherwise processes any personal data in the performance of this Agreement. This obligation shall survive the expiration or termination of this Agreement.
- 20.2 Notwithstanding the previous paragraph, IOM may disclose information related to this Agreement, such as the name of the Contractor and the value of the Agreement, the title of the contract/project, nature and purpose of the contract/project, name and locality/address of the Contractor and the amount of the contract/project to the extent as required by its Donor or in relation to IOM's commitment to any initiative for transparency and accountability of funding received by IOM in accordance with the policies, instructions and regulations of IOM.

## **21. Notices**

Any notice given pursuant to this Agreement will be sufficiently given if it is in writing and received by the other Party at the following address:

**International Organization for Migration (IOM)**

Attn: [Name and title/position of IOM contact person]

[IOM's address]

Email: [IOM's email address]

**[Full name of the Contractor]**

Attn: [Name and title/position of the Contractor's contact person]

[Contractor's address]

Email: [Contractor's email address]

## **22. Dispute Resolution**

- 22.1 Any dispute, controversy or claim arising out of or in relation to this Agreement, or the breach, termination or invalidity thereof, shall be settled amicably by negotiation between the Parties.
- 22.2 In the event that the dispute, controversy or claim has not been resolved by negotiation within 3 (three) months of receipt of the notice from one party of the existence of such dispute, controversy or claim, either Party may request that the dispute, controversy or claim is resolved by conciliation by one conciliator in accordance with the UNCITRAL Conciliation Rules of 1980. Article 16 of the UNCITRAL Conciliation Rules does not apply.
- 22.3 In the event that such conciliation is unsuccessful, either Party may submit the dispute, controversy or claim to arbitration no later than 3 (three) months following the date of termination of conciliation proceedings as per Article 15 of the UNCITRAL Conciliation Rules.

The arbitration will be carried out in accordance with the 2010 UNCITRAL arbitration rules as adopted in 2013. The number of arbitrators shall be one and the language of arbitral proceedings shall be English, unless otherwise agreed by the Parties in writing. The arbitral tribunal shall have no authority to award punitive damages. The arbitral award will be final and binding.

- 22.4 The present Agreement as well as the arbitration agreement above shall be governed by the terms of the present Agreement and supplemented by internationally accepted general principles of law for the issues not covered by the Agreement, to the exclusion of any single national system of law that would defer the Agreement to the laws of any given jurisdiction. Internationally accepted general principles of law shall be deemed to include the UNIDROIT Principles of International Commercial Contracts. Dispute resolution shall be pursued confidentially by both Parties. This Article survives the expiration or termination of the present Agreement.

### **23. Use of IOM Name, Abbreviation and Emblem**

The Contractor shall not be entitled to use the name, abbreviation or emblem of IOM without IOM's prior written authorisation. The Contractor acknowledges that use of the IOM name, abbreviation and emblem is strictly reserved for the official purposes of IOM and protected from unauthorized use by Article 6ter of the Paris Convention for the Protection of Industrial Property, revised in Stockholm in 1967 (828 UNTS 305 (1972)).

### **24. Status of IOM**

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the International Organization for Migration as an intergovernmental organization.

### **25. No Waiver Clause**

IOM's failure to insist upon a strict performance of any of the terms and conditions of this Agreement shall not be deemed a relinquishment of any right or remedy that IOM may have, nor shall it be construed as a waiver of Contractor's subsequent breach of this Agreement which shall continue to be in full force and effect. No waiver by IOM of any of its rights under this Agreement shall be deemed to have been made unless expressed in writing and signed by IOM.

### **26. Termination of Agreement**

- 26.1 IOM may, at its option, terminate for convenience any of the work under this Agreement in whole or in part, at any time by 7 (seven) days written notice to Contractor. Such notice shall specify the Completion Rate upon termination as established by Article 6.2 and the effective date of termination. Upon receipt of such notice Contractor shall:
- (a) Immediately discontinue the Works on the date and to the extent specified in the notice and place no further purchase orders or subcontracts for materials, services, or facilities other than as may be required for completion of such portion of the Works that is not terminated;
  - (b) Promptly cancel upon terms satisfactory to IOM all purchase orders, subcontracts, rentals, or any other agreement existing for the performance of the terminated work, or assign those agreements as directed by IOM;

- (c) Assist IOM in the maintenance and protection of work in progress, plant, tools, equipment, property and materials acquired by Contractor or furnished by IOM under this Agreement;
- (d) Complete performance of such portion of the Works which are not terminated; and
- (e) Perform other related tasks, which IOM may reasonably instruct, in order to effect the termination of the work.

26.2 Upon termination as per the previous clause, as the sole right and remedy of Contractor, IOM shall pay in accordance with the following:

- (a) The Contract Price corresponding to the Works performed in accordance with this Agreement prior to the date of such notice of termination;
- (b) Costs corresponding to the portion of the Works thereafter performed as specified in such notice of termination, subject to IOM's acceptance of such work;
- (c) Reasonable and documented administrative costs of settling and paying claims arising out of the termination of work under purchase orders or subcontracts, as agreed by IOM; and
- (d) Reasonable costs incurred in demobilization and the disposition of residual material and equipment, as agreed by IOM.

The Contractor shall submit within 7 (seven) calendar days after receipt of notice of termination, a written statement setting forth its proposal for an adjustment to the Contract Price to include only the incurred costs described in this clause. IOM shall review the proposal, and negotiate an equitable adjustment of the Contract Price. Other amounts paid in advance by IOM will be refunded by the Contractor within 7 (seven) days.

26.3 IOM may terminate this Agreement or any of the work under this Agreement at any time by immediate written notice to the Contractor, for causes which include but are not limited to:

- (a) The Contractor's violation of the terms and conditions of this Agreement;
- (b) Contractor's default, failure or refusal to carry out order to remove and replace the unsound, incorrect or defective portion of the Works as per Article 14.5;
- (c) Non-completion of the Works within the time agreed upon or the expiration of extension agreed upon, or delayed progress of the Works as stated in Article 6 or sub-standard work;
- (d) Institution of insolvency or receivership proceedings involving the Contractor;
- (e) If, in the judgment of IOM, the Contractor has engaged in corrupt or fraudulent practices in competing for and/or implementing the Agreement.

The written notice shall specify the Completion Rate as established by Article 6.2 upon termination, the effective date of termination, and any additional tasks that need to be performed including but not limited to those enumerated in Articles 26.1 and 26.2. Such termination shall be without prejudice to IOM's other rights and remedies in this Agreement, in law and in equity. Amounts paid in advance by IOM will be refunded by the Contractor within 7 (seven) days from the date of IOM's request.

26.4 Where IOM terminates this Agreement as per Article 26.3 above, all materials, plant, equipment and works financed under this Agreement shall be deemed to be the property of IOM, and the Contractor shall be liable for all the direct replacement cost incurred to IOM for the completion of the Works. The Contractor shall pay IOM the required amount within 30 (thirty) days from receipt of an invoice from IOM. The direct replacement cost shall be the

difference between the remaining amount in Contract Price not paid to the Contractor upon termination including the retention amount (after the settlement of all remaining debts and obligations) and the actual cost spent by IOM for completion of the remainder of the Works plus overhead of 10% (ten per cent) for additional administrative efforts of IOM.

- 26.5 Upon any termination, the Contractor shall waive any claims for damages including loss of anticipated profits on account thereof.
- 26.6 IOM may suspend the Agreement at any time, in whole or in part. In the event of suspension of this Agreement, IOM will specify the scope of activities and/or deliverables that shall be suspended in writing. All other rights and obligations of this Agreement shall remain applicable during the period of suspension. IOM will notify the Contractor in writing when the suspension is lifted and may modify the completion date. The Contractor shall not be entitled to claim or receive any Service fee or costs incurred during the period of suspension of this Agreement.

## 27. Severability

If any part of this Agreement is found to be invalid or unenforceable, that part will be severed from this Agreement and the remainder of the Agreement shall remain in full force.

## 28. Entire Agreement

This Agreement and its Annexes embody the entire agreement between the Parties and supersedes all prior agreements and understandings, if any, relating to the subject matter of this Agreement.

## 29. Final Clauses

- 29.1 This Agreement will enter into force upon signature by both Parties. It will remain in force until completion of all obligations of the Parties under this Agreement unless terminated earlier in accordance with Article 26.
- 29.2 Amendments may be made by mutual agreement in writing between the Parties.

## 30. Special Provisions (Optional)

Due to the requirements of the Donor financing the Project, the Contractor shall agree and accept the following provisions:

[Insert all donor requirements which must be flown down to IOM's implementing partners and subcontractors. In case of any doubt, please contact LEGContracts@iom.int]

Signed in duplicate in English, on the dates and at the places indicated below.

*For and on behalf of*  
The International Organization for  
Migration

Signature

---

*For and on behalf of*  
[Name of Contractor]

Signature

---



<b>Annex X</b> <b>[Title]</b>
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[Attach the Annex/es and label accordingly]

## **SECTION 7: BIDDING FORMS**

**Form A: Bid Confirmation**

**Form B: Checklist**

**Form C: Bid Submission**

**Form C: Bidder Information**

**Form E: Joint Venture / Consortium / Association Information**

**Form F: Eligibility and Qualification**

**Form G: Technical Bid**

**Form H: Price Schedule**

## FORM A: BID CONFIRMATION

Please acknowledge receipt of this ITB by completing this form and returning it by email to the address, and by the date specified, in the Letter of Invitation.

To: Insert name of contact person

Email: Insert contact person's email - do not enter secure bid email address

From: Insert name of bidder

Subject ITB reference LY23-129

Check the appropriate box	Description
<input type="checkbox"/>	<b>YES</b> , we intend to submit a bid.
<input type="checkbox"/>	<b>NO</b> . We are unable to submit a competitive offer for the requested goods/works/services at the moment

If you selected NO above, please state the reason(s) below:

Check applicable	Description
<input type="checkbox"/>	The requested goods/services are not within our range of supply
<input type="checkbox"/>	We are unable to submit a competitive offer for the requested products at the moment
<input type="checkbox"/>	The requested products are not available at the moment
<input type="checkbox"/>	We cannot meet the requested specifications
<input type="checkbox"/>	We cannot offer the requested type of packing
<input type="checkbox"/>	We can only offer FCA prices
<input type="checkbox"/>	The information provided for bidding purposes is insufficient
<input type="checkbox"/>	Your ITB is too complicated
<input type="checkbox"/>	Insufficient time is allowed to prepare a bid
<input type="checkbox"/>	We cannot meet the delivery requirements
<input type="checkbox"/>	We cannot adhere to your terms and conditions e.g. payment terms, request for performance security, etc.. Please provide details below.
<input type="checkbox"/>	Sustainability criteria/requirements are too stringent (if applicable)
<input type="checkbox"/>	We do not export
<input type="checkbox"/>	We do not sell to the UN
<input type="checkbox"/>	Your volume is too small and does not meet our order quantity
<input type="checkbox"/>	Our production capacity is currently full
<input type="checkbox"/>	We are closed during the holiday season
<input type="checkbox"/>	We had to give priority to other clients' requests
<input type="checkbox"/>	We do not sell directly but through distributors
<input type="checkbox"/>	We have no after-sales service available
<input type="checkbox"/>	The person handling the bids is away from the office
<input type="checkbox"/>	Other (please provide reasons below):
Further information: Click or tap here to enter text.	
<input type="checkbox"/>	We would like to receive future ITBs for this type of goods
<input type="checkbox"/>	We don't want to receive ITBs for this type of goods

Questions to the bidder concerning the reasons for NO BID should be addressed to IOM phone Click or tap here to enter number., email Click or tap here to enter text..

## FORM B: CHECKLIST

This form serves as a checklist for preparation of your bid. Please complete the returnable bidding forms in accordance with the instructions and return them as part of your bid submission: No alteration to the format of forms shall be permitted and no substitution shall be accepted.

Before submitting your bid, please ensure compliance with the instructions in Section 2: Instructions to Bidders and Section 3: Data Sheet.

### Technical bid:

<b>Have you duly completed all the returnable bidding forms?</b>	
▪ Form C: Bid Submission	<input type="checkbox"/>
▪ Form D: Bidder Information	<input type="checkbox"/>
▪ Form E: Joint Venture/Consortium/Association Information	<input type="checkbox"/>
▪ Form F: Eligibility and Qualification	<input type="checkbox"/>
▪ Form G: Technical Bid/Bill of Quantities	<input type="checkbox"/>
▪ Form I: Bid Security	
<b>Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?</b>	<input type="checkbox"/>
<b>Have you provided the required documents in support of Form D: Bidder Information?</b>	<input type="checkbox"/>

### Price Schedule:

▪ Form H: Price Schedule	<input type="checkbox"/>
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## FORM C: BID SUBMISSION

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	LY23-129		

We, the undersigned, offer to supply the goods and related services required for IOM in accordance with your Invitation to Bid No. [Click or tap here to enter text.](#). We hereby submit our bid, which includes this Technical Bid and Price Schedule.

The total price of our bid, excluding any discounts offered below is: Insert amount in words and figures, indicating amount(s) and respective currency(ies) (by lots if applicable) .

The discounts offered and the methodology of their application are:

- **Discounts:** If our bid is accepted, the following discounts shall apply Specify in detail each discount offered and the specific item of the Schedule of Requirement to which it applies, including if applicable discounts for accelerated payment.
- **Methodology of application of the discounts:** The discounts shall be applied using the following method: Specify in detail the method that shall be used to apply the discounts

### BIDDER'S DECLARATION OF CONFORMITY<sup>1</sup>

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I hereby represent and warrant that neither the Supplier, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier is financially sound and duly licensed.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier complies with all applicable laws, ordinances, rules and regulations.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier will in all circumstances act in the best interests of IOM.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the Supplier any direct or indirect benefit arising from the contract.

<sup>1</sup> This form is mandatory to fill in and sign by every vendor who submits quotation

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier has not misrepresented or concealed any material facts during the contracting process.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that neither the Supplier nor any persons having powers of representation, decision-making or control over the Supplier or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the "UN Sanctions List") or are the subject of any sanctions or other temporary suspension. The Supplier will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that, the Supplier will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier undertakes to comply with the Code of Conduct, available at <a href="https://www.ungm.org/Public/CodeOfConduct">https://www.ungm.org/Public/CodeOfConduct</a> .
<input type="checkbox"/>	<input type="checkbox"/>	It is the responsibility of the Supplier to inform IOM immediately of any change to the information provided in this Declaration.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier I certify that I am duly authorized to sign this Declaration and on behalf of the Supplier I agree to abide by the terms of this Declaration for the duration of any contract entered into between the Supplier and IOM.
<input type="checkbox"/>	<input type="checkbox"/>	IOM reserves the right to terminate any contract between IOM and the Supplier, with immediate effect and without liability, in the event of any misrepresentation made by the Supplier in this Declaration.

Signature: \_\_\_\_\_

Name:

Click or tap here to enter text.

Title:

Click or tap here to enter text.

Date:

Click or tap to enter a date.

**FORM E: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION**

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	LY23-129		

To be completed and returned with your bid if the bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information (address, telephone numbers, fax numbers, e-mail address)	The proposed proportion of responsibilities (in %) and type of goods, works and/or services to be performed
1	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.

<b>Name of leading partner</b>  (with authority to bind the JV, Consortium, and Association during the ITB process and, in the event a contract is awarded, during contract execution)	Click or tap here to enter text.
--	----------------------------------

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture **OR** ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to Click or tap here to enter text for the fulfilment of the provisions of the Contract.

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# FORM F: ELIGIBILITY AND QUALIFICATION FORM

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	LY23-129		

*If JV/Consortium/Association, to be completed by each partner.*

## History of Non- Performing Contracts

<input type="checkbox"/> No non-performing contracts during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

## Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (state currency)	Contract Identification	Total Contract Amount (state currency)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

## Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 3 years.

List only those assignments for which the bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the bidder, or that of the bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken and role (Contractor, sub-contractor or consortium member)



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*Bidders may also attach their own Project Data Sheets with more details for assignments above.*

☐ Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

#### Financial Standing

<b>Annual Turnover for the last 3 years</b>	Year	Currency	Amount
	Year	Currency	Amount
	Year	Currency	Amount
<b>Latest Credit Rating (if any), indicate the source and date.</b>			

<b>Financial information</b> (state currency)	<b>Historic information for the last 3 years</b>		
	Year 1	Year 2	Year 3
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio (current assets/current liabilities)			

☐ Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- Must reflect the financial situation of the bidder or party to a JV, and not a sister or parent companies;
- Historic financial statements must be audited by a certified public accountant;
- Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

FORM G: TECHNICAL BID

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	LY23-129		

Goods, works and/or services to be Supplied and Technical Specifications	Bidder's response				
	Compliance with technical specifications		Delivery Date	Quality Certificate/Export Licenses, etc.	Comments
	Yes, we comply	No, we cannot comply (indicate discrepancies)	(confirm that you comply or indicate your delivery date)	(indicate all that apply and attach)	

Other Related services and requirements (based on the information provided in Section 5)	Compliance with requirements		Details or comments on the related requirements
	Yes, we comply	No, we cannot comply (indicate discrepancies)	
e.g. Delivery Term			
Warranty			
Local Service Support			

FORM H: PRICE SCHEDULE

Name of bidder:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
ITB reference:	LY23-129		

Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated.

**Bid Summary**

<b>Bidder's Total prices FCA (Price of goods FCA + Related Services if applicable)</b>	Insert amount and currency
<b>Bidder's Total prices CPT (Price of goods CPT + Related Services if applicable)</b>	Insert amount and currency
<b>Total Price of Goods FCA</b>	Insert amount and currency
<b>Total Price of Goods CPT</b>	Insert amount and currency
<b>Total Price of Related Services</b>	Insert amount and currency
<b>Freight Cost per 20/40 ft. container (if applicable)</b>	Insert amount and currency
<b>Customs clearance costs (if applicable)</b>	Insert amount and currency

**Prices for Goods**

Item/ lot	Description	Qty (a)	Currency: [procurement official to insert applicable currency]			
			Unit price FCA (b)	Unit price CPT (c)	Total price FCA (a)x(b)	Total price CPT (a)x(c)
1.						
2.						
3.						
4.						
5.						
<b>Total Price of Goods</b>						

I, the undersigned, certify that I am duly authorized by IOM to sign this bid and bind Click or tap here to enter text.should IOM accept this bid:

Name : \_\_\_\_\_

Title : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_



## VENDOR INFORMATION SHEET

**Vendor No.** \_\_\_\_\_  
Internal to IOM

**Registered Vendor Name\*:** \_\_\_\_\_

**Other Names/Acronyms** \_\_\_\_\_

**Address\***

House No \_\_\_\_\_  
Street Name \_\_\_\_\_  
ZIP/Postal Code\* \_\_\_\_\_  
City\* \_\_\_\_\_  
Region\* \_\_\_\_\_  
Country\* \_\_\_\_\_

**Contact Information**

Company Tel/Mobile: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Company Email: \_\_\_\_\_ Contact Person Position: \_\_\_\_\_  
Company Website: \_\_\_\_\_

**Industry Category\*:** ☐ 0100 - Commercial Vendors  
☐ 0200 - National CSOs  
☐ 0300 - National Government Entities  
☐ 0400 - International CSOs

☐ 0500 - International Organizations - Non-UN  
☐ 0600 - UN entities  
☐ 0005 - Individual Consultant/Non-Staff

**Business Type\*:** ☐ Direct Producer/Manufacturing  
☐ Reseller/Distributor/Service Provider

**Provide Services/Goods Internationally\*** ☐ Yes ☐ No

**Disability-inclusive\*** ☐ Yes ☐ Not applicable

**Women-owned/controlled\*** ☐ At least 51% women-owned/controlled  
☐ Less than 51% women-owned/controlled  
☐ Not applicable

**Notes**

All fields marked with \* are mandatory. The form may be returned if mandatory fields are missing/incorrect or in the wrong format (esp. Zipcode).

Vendor Name - should match IDs or registration documents.

If there is insufficient space, please use the Other information section

**Product Categories (check all applicable)\***

<input type="checkbox"/> Agriculture, Livestock and Fisheries <input type="checkbox"/> Chemicals <input type="checkbox"/> Clothing and Luggage <input type="checkbox"/> Construction <input type="checkbox"/> Consultancy and Contracted Services <input type="checkbox"/> Finance and Administration <input type="checkbox"/> Food and Beverage	<input type="checkbox"/> Fuels and Derivatives <input type="checkbox"/> Furniture <input type="checkbox"/> Hospitality, Events <input type="checkbox"/> Insurances <input type="checkbox"/> IT and Communications <input type="checkbox"/> Land and Buildings <input type="checkbox"/> Learning, Training and Recreation	<input type="checkbox"/> Legal and Investigation <input type="checkbox"/> Logistics and Warehousing <input type="checkbox"/> Media and Printing <input type="checkbox"/> Medical, Drugs and Pharma <input type="checkbox"/> NFIs – Household and Camps <input type="checkbox"/> Office Equipment and Supply <input type="checkbox"/> Personal Care	<input type="checkbox"/> Power Supply and Electric <input type="checkbox"/> Quality Control and Environment <input type="checkbox"/> Security <input type="checkbox"/> Social and Humanitarian Services <input type="checkbox"/> Tickets <input type="checkbox"/> Tools and Machinery <input type="checkbox"/> Vehicles and Accessories
--	--	--	---

**UNGM No.** \_\_\_\_\_

**UN Partner Portal Reference** \_\_\_\_\_

**Registration Date** \_\_\_\_\_

<https://www.ungm.org/UNUser/Home>

<https://www.unpartnerportal.org>

Main Country of Operations (dd-mm-yyyy)

**Licensing Auth./Type** \_\_\_\_\_ **License No.:** \_\_\_\_\_ **Reg. Date:** \_\_\_\_\_ **Expiry Date:** \_\_\_\_\_  
For additional licenses, please use the Other Information Section dd-mm-yyyy dd-mm-yyyy

**Partner Entities** (indicate if there are other relevant business partner accounts already registered in IOM. Format: Account Number-Name)

Same entity registered in another office \_\_\_\_\_  
Parent company \_\_\_\_\_  
Subsidiaries/Branches \_\_\_\_\_

**Other Information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## VENDOR INFORMATION SHEET

### Section II: Payment and Banking Information

#### Payment Details

Payment Method\* ☐ Bank Transfer ☐ Check\*\* ☐ Cash\*\* ☐ Others\*\* \_\_\_\_\_

Justification for Non-Bank Payment Method\*\* \_\_\_\_\_

#### Notes

Payment currency of the vendor MUST be clearly marked in order to avoid additional bank charges and/or delay in payments.  
Non-bank payment methods require justification.

#### Bank Details (mandatory if Payment Method is via Bank Transfer):

Bank Name \_\_\_\_\_

Bldg and Street \_\_\_\_\_

City \_\_\_\_\_

Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Bank Account Name \_\_\_\_\_

Bank Keys \_\_\_\_\_

Account Currency \_\_\_\_\_

Bank Account No. \_\_\_\_\_

\*Depending on the country \_\_\_\_\_

Swift Code/BIC (accounts outside U.S.A.) \_\_\_\_\_

IBAN Number (mandatory for banks in Europe) \_\_\_\_\_

Clearing No. (CHF accounts in Switzerland) \_\_\_\_\_

ABA No. for ACH (USD accounts in U.S.A.) \_\_\_\_\_

Bank Branch Code \_\_\_\_\_

#### Notes

If there are multiple bank accounts, please add an extra sheet, and mark the default bank account.

**If awarded, please submit ID/Registration, signed IOM Supplier Code of Conduct and Proof of Banking Details to IOM**

I hereby certify that the information above are true and correct. I am also authorizing IOM to validate all claims with concerned authorities.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Code of Conduct for Suppliers

Field Procurement Unit  
Manila Administrative Centre, Manila Philippines

IOM is strongly committed in observing the highest ethical standards in all its procurement activities. As such, this Code of Conduct for Suppliers has been prepared to provide clear summary of IOM's expectation from the suppliers in all procurement dealings, ensuring that internationally recognized procurement ethics are followed. Transparency and accountability should be strictly adhered to in all procurement activities.

IOM procurement ethics focuses on **zero tolerance on corruption, avoiding any form conflict of interest and honest representation of supplier's capabilities.**

Suppliers are strongly urged to familiarize themselves with this Code of Conduct to ensure successful working relations with IOM.

## Policy on Corruption and Position on Conflict of Interest

IOM expects all contracted suppliers and companies seeking to sell goods or services to conduct their business in accordance with the highest ethical standards. Suppliers or potential suppliers must strictly comply with all rules and regulations on bribery, corruption and avoid unacceptable business practices. Hence suppliers are expected to observe the following:

- Shall not, directly or indirectly, offer to any IOM Staff money, goods or a service as a consideration or in expectation of a favorable decision, information, opinion, recommendation, vote or any other form of favoritism which qualifies as a corruption;
- Shall not directly or indirectly, offer, give or agree or promise to give to any IOM staff any gratuity for the benefit of/or at the direction or request of any Staff of IOM;
- To immediately inform the IOM Head of Office in the event that any Staff of IOM solicits or obtained or has made an attempt to obtain gratification for himself/herself or for any other persons.
- To immediately declare if any of the Company's staff and/or officers had or have any relative employed with IOM. Failure to make such declaration shall be construed as a conflict of interest and might result in the exclusion of the supplier from present and future procurement activities and/or other legal action as deemed fit by the Organization.

## Representation from Suppliers

IOM expects all its suppliers to honestly declare and warrant that:

- It will comply with all rules, regulations and statutory requirements relating to the provision of the products/ services to IOM;
- It will not act in concert with other suppliers or agents when participating in a bid;



## **Code of Conduct for Suppliers**

**Field Procurement Unit  
Manila Administrative Centre, Manila Philippines**

- It is a duly authorized/certified provider of the supplied products/services and shall not, expressly or impliedly hold itself out to be an agent/representative of a third party provider of the same products/services;
- It will only supply products that are certified to be of merchantable and satisfactory quality;
- The supplier possesses the necessary capabilities, equipment and suitable place of business to perform its obligations;
- It shall not contract out or subcontract or outsource any portion of the products/services unless prior written consent from IOM has been obtained; and
- It shall maintain the highest standards of integrity and quality of work at all times.

### **Applicability of the Code of Conduct**

This Code of Conduct shall apply to all Suppliers, sub-contractors and to other entities acting on behalf of them (with approval of IOM).

### **Monitoring compliance to the Code of Conduct**

To facilitate the monitoring of suppliers' compliance with this Code of Conduct, IOM expects suppliers to:

- Develop and maintain all necessary documentation to support compliance with the described standards; such documentation must be accurate and complete;
- Provide IOM's representatives with access to relevant records, upon IOM's request;
- Allow IOM's representatives to conduct interviews with the supplier's employees and with management separately;
- Allow IOM's representatives to conduct announced and unannounced site visits of supplier locations; and
- Respond promptly to reasonable inquiries from IOM's representatives in relation to the implementation of the Code of Conduct.

### **Secure Communication Channels**

IOM has established a secure communication channel to enable the suppliers to raise their concerns confidentially and responsibly. If the supplier has questions about the Code of Conduct or wishes to report a questionable behavior or possible violation of the Code of Conduct, the Supplier is encouraged and should contact IOM Field Procurement Unit at email address [fpu@iom.int](mailto:fpu@iom.int) or at:

IOM Manila Administrative Centre  
Field Procurement Unit  
28th Floor Citibank Tower  
8741 Paseo de Roxas, Makati City 1226, Philippines



## Code of Conduct for Suppliers

Field Procurement Unit  
Manila Administrative Centre, Manila Philippines

IOM will not tolerate any retribution or retaliation by anyone against a concerned Supplier who has, in good faith, sought out advice or has reported questionable behavior and/or a possible violation. IOM will take disciplinary action up to and including termination of contract for anyone who threatens or engages in retaliation, retribution or harassment of the concerned individual. Identities and contents of all information or complaints will be treated strictly confidential.

### SANCTIONS

Breach of the Code of Conduct may result in actions being invoked against that supplier, in addition to any contractual or legal remedies. The actions applied will depend on the nature and seriousness of the breach and on the degree of commitment shown by the supplier in breach to its obligations under the Code of Conduct. The range of actions available to be imposed on the supplier includes but is not restricted to the following:

- Formal warnings – that the continued non-compliance will lead to more severe actions;
- Disclosure of nature of breach to all IOM subsidiaries and associate companies;
- Immediate termination of contract, without recourse;

### **Acknowledgment and Acceptance, to be submitted together with VIS( Vendor Information Sheet)**

This is to certify that I have fully read the Supplier's Code of Conduct attached. Having fully read and understood the completed requirement of this Supplier's Code of Conduct, I hereby commit myself and my company to serve this Code of Conduct and to fully comply with all of its principles. I also certify that I am authorized by my company to sign and accept this document in its behalf.

Supplier: \_\_\_\_\_  
Address: \_\_\_\_\_  
Representative: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_





International Organization for Migration (IOM)  
The UN Migration Agency

Lot #:

### Prefab units and Canopy - Libyan Border Guards

Date of Tender Closing:							
Name of Project:		I- Prefab units and Canopy -					
Location of Project:							
NO	DESCRIPTION	QTY.	UNIT	UNIT Price(\$)	TOTAL Price	الوصف	NO
	<b>Manufacture of prefab units</b>					<b>تصنيع وحدات جاهزة</b>	
1	Supply and installation of a prefabricated building unit (sandwich panels) with dimensions (3.00 x 12.00) m, and work includes: - Supply and installation of the internal electrical network according to technical specifications, electrical design drawings, and instructions of the supervisor engineer. The work includes the installation of (7) LED lighting outlets, (6) single socket outlets, (3) double socket outlets, (1) SAT outlet, and (2) distribution boards( one for PV system loads, the other for normal loads). - Supplying and installation a 4 mm thick anti-bacterial vinyl for the floors. - Supply and installation of external PVC doors and dimensions is (1.00 x 2.00) m Number (2). - Supply and installation of internal PVC doors and dimensions is (0.80 x 2.00) m Number (2). - Supply and installation of PVC windows (1.00 x 1.00 m), number (3). - Supply and installation of windows and doors with metal protection. - Supply and install (1) 12000 BTU split type air conditioner units, (2) 9000 BTU Split type air conditioner units as per approved sample by Engineer including electrical installations and drainage pipes. - Supply and casting Concrete for a staircase with a width of 1m, for the entrances, and the work includes the installation of a marble-type panorama.	1	AE			بالمتر المربع/ توريد وتركيب مبنى جاهز (الواح الساندوتش) بأبعاد (12.00×3.00) م لزوم الإدارة والعمل يشمل:- - توريد وتركيب شبكة الكهرباء الداخلية وفقا للمواصفات الفنية والخرائط التصميمية وتعليمات المهندس المشرف والعمل يشمل عدد 7 مخارج إضاءة ليد، عدد 6 بريزة فردية مجوفة، عدد 3 بريزة زوجية وعدد (1) مخرج ستايلات وعدد 2 لوحة كهرباء رئيسية (الوحة خاصة بمنظومة الطاقة الشمسية، لوحة خاصة بتغذية من الشبكة العمومية). - توريد وتركيب أرضية طينية من الفيل مقاومة للبكتريا بسمك 4 مم . - توريد وتركيب ابواب من بي في سي خارجية بمقاس (2.00×1.00)م العدد ( 2 ). - توريد وتركيب ابواب من بي في سي داخلية بمقاس (2.00×0.80) العدد ( 2 ). - توريد وتركيب نوافذ من PVC مقاس (1.00×1.00) م العدد (3). - توريد وتركيب حديد حماية للنوافذ والابواب . - توريد وتركيب مكيف هواء بقوة 12000 وحدة تبريد العدد (1)، مكيف هواء بقوة 9000 وحدة تبريد العدد (2) من عينة تعتمد من المهندس المشرف ويشمل اعمال التمديدات الكهربائية واعمال تصريف الماء . - تنفيذ سلم من الخرسانة بعرض متر واحد لزوم المداخل والعمل يشمل تركيب الرخام نوع بانوراما - مرفق الرسومات الهندسية ( Prefab No.1 ).	1

Location of Project:							
NO	DESCRIPTION	QTY.	UNIT	UNIT Price(\$)	TOTAL Price	الوصف	NO
2	Supply and installation of a prefabricated building Unit of (sandwich panels) with dimensions is (3.00 x 4.00) m for Toilets that are needed and The work includes: - Supplying and installation a layer of fiber 4 mm thick, to cover and protect the surface and floor from any moisture. - Supplying and installation a hot and cold water network, including all elbows and valves and all accessories that are needed. - Supply and installation of a sewage network. - Supply and installation of (4) floor siphons. - Supply and installation of a hand washing basin, including the mixer and the siphon of (2). - Supply and installation of toilets, including the flush box and all accessories that are needed (2). - Supply and installation of (2) bidets of pipe type. - Supply and installation of a shower mixer, and all accessories that are needed. (2). - Supply and install a water heater 80-liter including electrical installation as per design drawings. - Supply and install internal electrical network according to technical specifications, electrical design drawings, and instructions of the supervisor engineer. The work includes the installation of (7) LED lighting outlets, (1) single socket outlets, (1) power outlet for hand-dryer, and (2) distribution boards( one for PV system loads, the other for normal loads). - Supplying and installing (4) fans, size (30 x 30) cm. - Supply and installation of internal PVC doors, size (2.00 * 8.0) m, no (4), including locks. - Supply and installation of PVC windows size (0.60 x 1.00) m. - Supplying and installing PVC windows (40 x 40 cm) for the toilet. - Supplying and installing an external PVC door size (1.00 x 2.00) m. - Supply and installation of metal protection for windows and doors, and the work includes an anti-rust coating. - Supply and Casting of a concrete staircase with a width of 1 m, for the entrances, and the work includes the installation of a marble-type panorama.	1	AE			بالمتر المربع / توريد وتركيب مبنى جاهز (الواح الساندوتش) بأبعاد (4.00×3.00) م لزوم دورات المياه والعمل يشمل :- - توريد و عمل طبقة من القايير بسمك 4 مم من أجل تغطية وحماية سطح والارضية من الرطوبة . - توريد وتركيب شبكة مياه ساخنة وباردة شاملا جميع الكيعان والصمامات . - توريد وتركيب شبكة صرف صحي . - توريد وتركيب سيفون أرضية العدد (4). - توريد وتركيب حوض غسيل ايدي شاملا الخلاط والسيفون العدد(2). - توريد وتركيب مرحاض أفرنجي شاملا صندوق الطرد والطارية العدد(2). - توريد وتركيب شطافة العدد(2). - توريد وتركيب خلاط دوش شاملا السماعة العدد(2). - توريد وتركيب سخانة مياه سعة 80 لترويشمل أعمال التمديدات الكهربائية وفقا للخرائط التصميمية . توريد وتركيب شبكة الكهرباء الداخلية وفقا للمواصفات الفنية والخرائط التصميمية وتعليمات المهندس المشرف ويشمل عدد 7 مخرج اضائة ليد، عدد (1) مخرج بريزة مجوفة , مخرج (1) مجفف يدين وعدد 2 لوحة كهرباء رئيسية (لوحة خاصة بمنظومة الطاقة الشمسية، لوحة خاصة بتغذية من الشبكة العمومية) - توريد وتركيب مراوح شفط مقاس ( 30×30) سم العدد (4). - توريد وتركيب ابواب من PVC داخلية مقاس (2.0*0.80) م بعدد (4) شاملا قفل الحمام . - توريد وتركيب نوافذ من PVC مقاس ( 1.00 ×0.60 ) م . - توريد وتركيب نوافذ من البى في سى مقاس (40×40) سم لزوم دورة المياه . - توريد وتركيب باب من PVC خارجية مقاس (2.00×1.00) م . - توريد وتركيب حديد حماية للنوافذ والابواب والعمل يشمل طلاء مقاوم للصداء. - تنفيذ سلم من الخرسانة بعرض متر واحد لزوم المداخل والعمل يشمل تركيب الرخام نوع بانوراما .  - مرفق الرسومات الهندسية ( 2 Prefab No ).	2
Site Preparation						تجهيز الموقع	
4	Site leveling works and work includes the following: - Removing weeds and plants and leveling the site, and the work including excavation and backfilling within ±50 cm, as the level needed, and compacting well with mechanical tamping and spraying with water according to the instructions of the supervising engineer. - Supply and install the sidewalk to the site to facilitate the arrival of immigrants, and The work includes leveling and compaction of soil and the implementation of a concrete staircase.	1	L.S			أعمال تسوية الموقع والعمل يشمل التالي: - إزالة الحشائش والنباتات وتسوية الموقع شامل أعمال الحفر والردم في حدود ±50 سم مع ضبط المناسيب المطلوبة وذلك جيدا بالدك الميكانيكي و الرش بالمياه حسب أصول الصناعة وتعليمات المهندس المشرف. - تهيئة المسار من الرصيف الى الموقع لتسهيل وصول المهاجرين الى النقطة والعمل يشمل أعمال تسوية ونك التربة وتنفيذ درج من الخرسانة.	4
5	Supplying and Casting the foundations of reinforced concrete for prefabricated units with dimensions (20 * 40 * 300) cm.	4	EA			توريد وصب خرسانة مسلحة لزوم قواعد الوحدات الجاهزة بأبعاد (20*40*300) سم.	5
the water						المياه	
6	Supplying and installation PPR pipes with a diameter of 3/4 inch to connect the prefabricated units to the water source. and The work includes excavation and filling, and the installation of all the necessary accessories to finish the work.	1	L.S			توريد ومد مواسير من PPR قطر 3/4 بوصة لزوم ربط الوحدات الجاهزة بمصدر المياه والعمل يشمل الحفر والردم وتركيب جميع الاكسسوارات اللازمة وكل ما يلزم لانتهاء العمل.	6

Location of Project:							
NO	DESCRIPTION	QTY.	UNIT	UNIT Price(\$)	TOTAL Price	الوصف	NO
7	Excavation and casting of the concrete for a ground tank with a capacity of 10,000 liters (forming system with a thickness of 10 cm) The work includes casting the floor and the cover and installing a manhole for maintenance.	1	L.S			حفر وصب خرسانة لزوم خزان أرضي بسعة 10,000 لتر (نظام فورمات بسمك 10 سم) والعمل يشمل صب الأرضية والسقف وتركيب غطاء لزوم الصيانة.	7
8	Supply & installation of a submersible pump of 1.0 HP for Pumping water from the reservoir to the upper tank, the work includes floating switch according to design drawing and supervisor engineer.	1	EA			توريد وتركيب مضخة (غاطسة) مياه بقوة 1.0HP لزوم ضخ من الخزان الأرضي إلى الخزان العلوي ويشمل العمل تركيب العوامة والتوصيل وفقا للخرائط التصميمية وتعليمات المهندس المشرف	8
9	Supply and installation of a platform of galvanized steel with a height of ( H = 4.50 m) to fix the tank up on it, and The work includes: - Supply and installation of a 2000-liter water tank with an electric float and all accessories that are needed. - Supply and cast concrete for the floor to fix the platform size (250 * 250 * 50) cm. - Supply and installation of the ladder that is needed for operation and maintenance. - see attached Engineering Drawings.	1	L.S			توريد وتركيب منصة من الحديد المجلفن (باتريلي) بارتفاع (4.50 م) لزوم وضع الخزان عليها والعمل يشمل: - توريد وتركيب خزان مياه علوي سعة 2000 لتر مع العوامة الكهربائية. - تنفيذ أرضية خرسانية لزوم حماية المنصة (250*250*50) سم. - تركيب سلم لزوم التشغيل والصيانة. - مرفق الرسومات الهندسي	9
External Electrical works						أعمال الكهرباء الخارجية	
10	Connecting the prefab units to the main distribution panel for the loads proposed to be fed from GECOL, and the main distribution panel for the loads proposed to be fed from photovoltaic (PV) system, according to the design drawings. The work includes: - Excavation and backfilling works with compaction. - Laying cables through PVC plastic pipes with warring tape. note / In cases where the distance between the source and the main board is large, the appropriate cable size is calculated so that the voltage drop does not exceed 2.5%.	1	L.S			ربط الوحدات سابقة التجهيز باللوحة رئيسية خاصة بالأحمال المقترح تغذيتها من الشبكة العامة للكهرباء ولوحة رئيسية خاصة بالأحمال المقترح تغذيتها من منظومة الطاقة الشمسية وفقا للخرائط التصميمية ويشمل العمل: - أعمال الحفر والردم مع الدمك. - تمديد الكابلات خلال الأنابيب البلاستيكية PVC مع شريط التثبيت. ملاحظة / في حالة المسافة بين المصدر و اللوحة الرئيسية كبيرة يتم احتساب حجم الكابل المناسب بحيث لا يتعدى الهبوط في الجهد 2.5 % .	10
sewage Septic tank						البيرة	
11	Supply and implementation of the sewage tank size (2.50 x 3.00 x 3.00) m. The work includes excavation and building with limestone and casting the reinforced concrete for foundations, columns, beams, and the roof, and connecting the drainage pipe network to the tank and all that is needed to finish the work. Note: the full measure of the dimensions of the tank from the inside	1	L.S			إنشاء بيرة للصرف الصحي بمقاس (2.50×3.00×3.00) م والعمل يشمل الحفر والبناء بالحجر الجيري وصب خرسانة مسلحة لزوم القواعد والأعمدة والكمرات وسقف البيرة وربط شبكة أنابيب الصرف بالبيرة وكل ما يلزم لإنهاء العمل والتشطيبات بالشكل المطلوب. ملاحظة: قياس أبعاد البيرة من الداخل.	11
12	Supply and installation of U.P.V.C pipes with a diameter of 4 in that needed for sewage pipes path and connecting to the septic tank (Al-Bayara).	20	M			توريد وتركيب مواسير من U.P.V.C قطر 4 بوصة لزوم مسار انابيب الصرف الصحي وربطها بخزان الصرف الصحي (البيرة) والعمل يشمل غرف التفقيش اللازمة وأعمال الحفر والردم والمواد اللاصقة وجميع القطع الخاصة من الكيعان والمشتريات ونقل المخلفات إلى المقالب العمومية.	12

Location of Project:							
NO	DESCRIPTION	QTY.	UNIT	UNIT Price(\$)	TOTAL Price	الوصف	NO
	<b>Safety</b>					<b>السلامة</b>	
13	Supply and installation of PVC pipes with a diameter of 4 inches for the need for the content of sewage pipes and connecting them to the septic tank.	3	EA			توريد وتركيب أسطوانات لإطفاء الحريق نوع بودر وزن 12 كيلو والعمل يشمل التثبيت .	13
	<b>Canopy of Gate</b>					<b>مظلة البوابة</b>	
14	Supply and installation a metal canopy with a roof made from corrugated galvanized sheet and the thickness is 6 mm, the size of a canopy is size (16×14) m, for the for a border guard control point for protection from weather issue, according to the technical specifications and the instructions of the supervising engineer.	224	M <sup>2</sup>			توريد وتركيب مظلة معدنية بسقف من الصاج المجلفن الموج سمك 6 مم مقاس ( 14×16 ) م لزوم نقطة مراقبة لحرس الحدود للوقاية من العوامل الجوية المختلفة وفقا للمواصفات الفنية المرفقة بالمقاييس وتعليمات المهندس المشرف.	14
15	Supply and installation of <b>external light unit (out door LED light)</b> of 400W. The work includes connection to the source of electricity and installation of switch.	6	EA			توريد وتركيب وحدات انارة خارجية كاشفات نوع (LED) بقوة 400 وات والعمل يشمل حامل التركيب ربطها بمصدر للكهرباء ومفتاح التشغيل وكل ما يلزم لنهيو العمل طبقا للمواصفات الفنية وتعليمات المهندس المشرف .	15
16	Supply triple waiting chairs (aluminum or chrome plated) of the excellent type.	3	EA			توريد كراسي انتظار ثلاثية (الومنيوم او كروم) ذات جودة ممتازة وتعتمد قبل التوريد من المهندس المشرف .	16
	<b>TOTAL ESTIMATED COST</b>						
<b>Site visit is mandatory to accept offer (quotation)</b>							

ملاحظة / يجب الاخذ بالاعتبار علاوة المنطقة المختلفة بين النقاط نظرا لطبيعة المشروع الحدودية

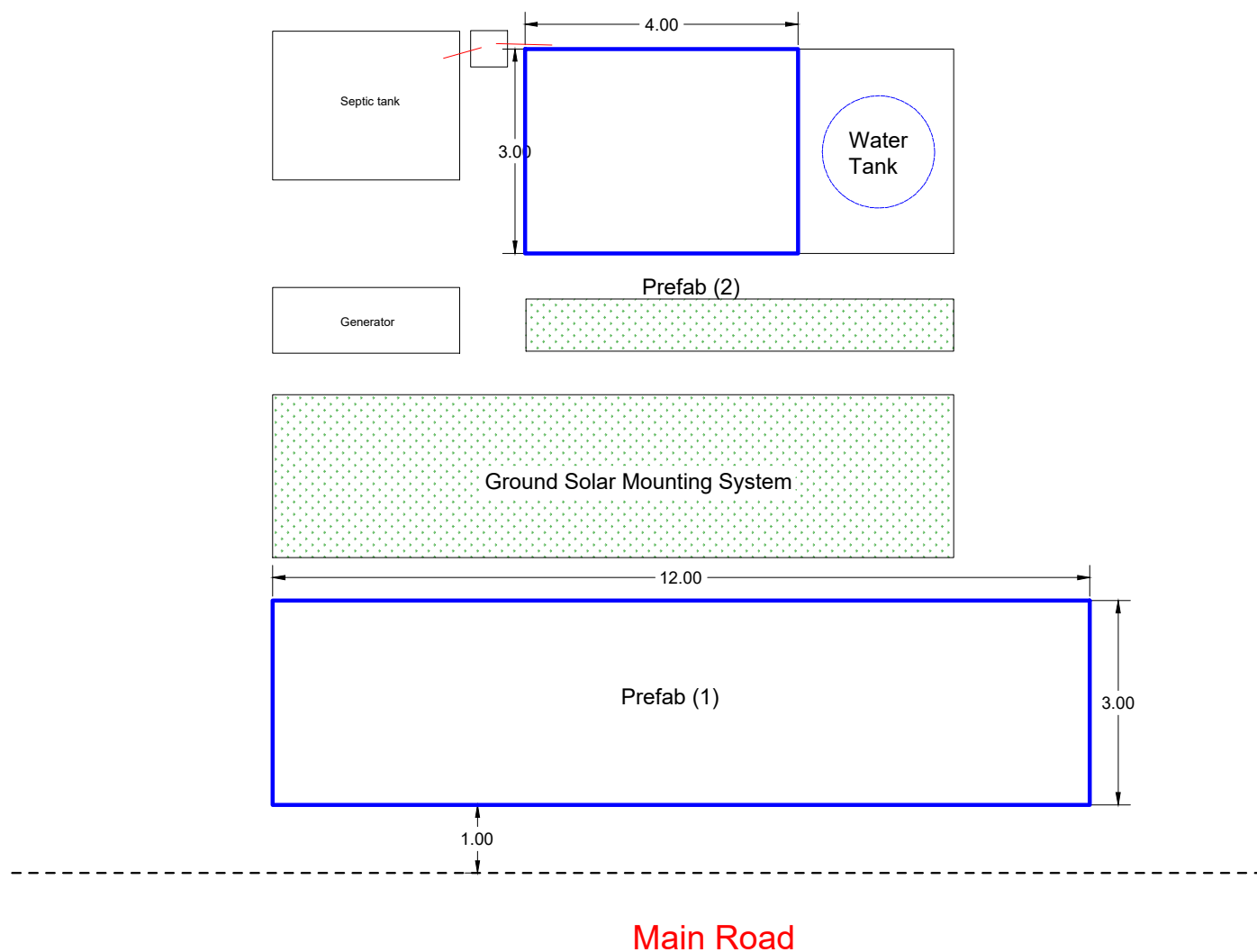


**Prefab unit designs and locations -  
Libyan Border Guards**

Location - LBG- Libya

SITE PLAN

Date :22/06/2023

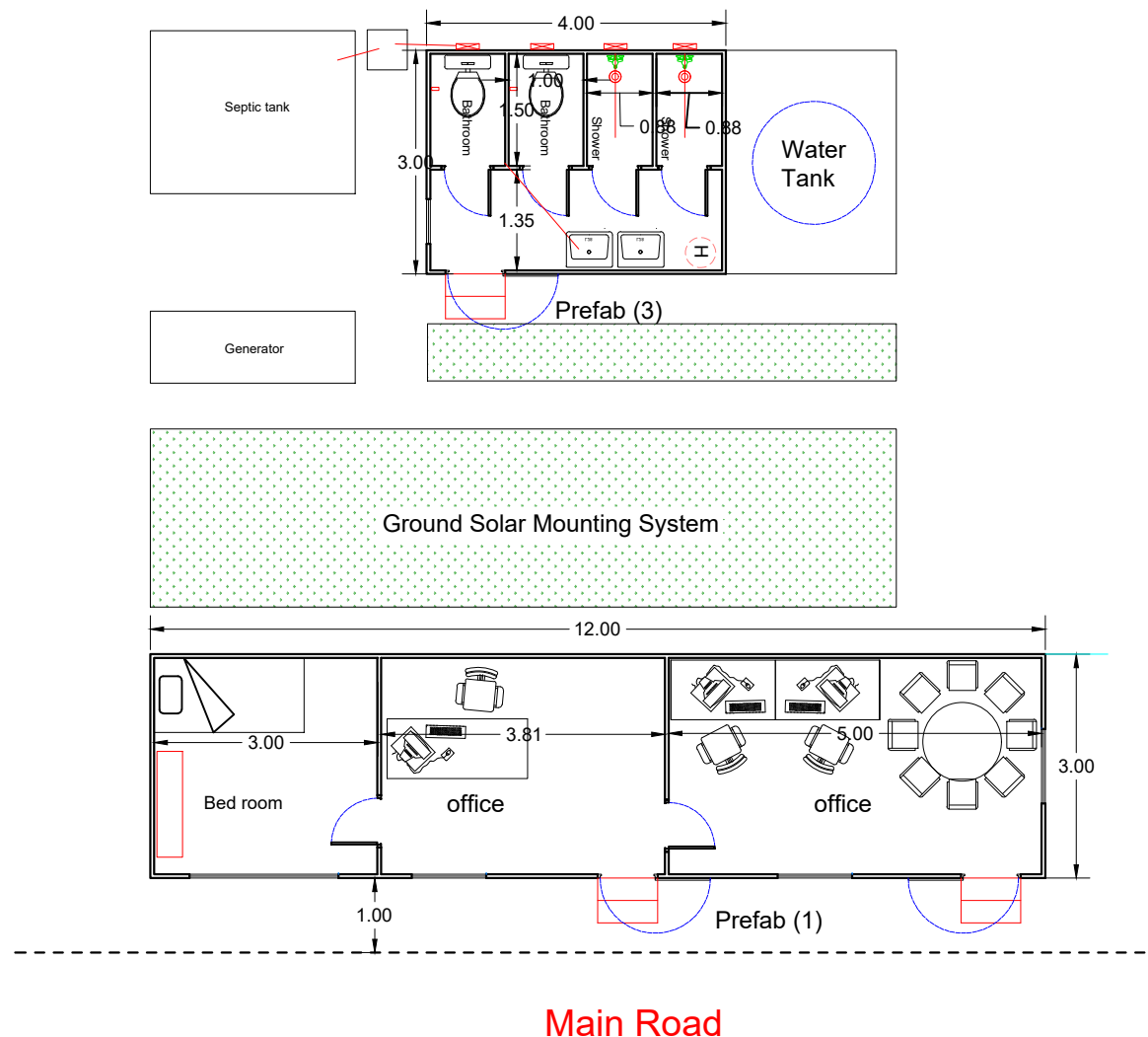


## Prefab unit designs and locations - Libyan Border Guards

Location - LBG- Libya

Plan - Design - 2

Date :22/06/2023





# Interational Organization for Migration

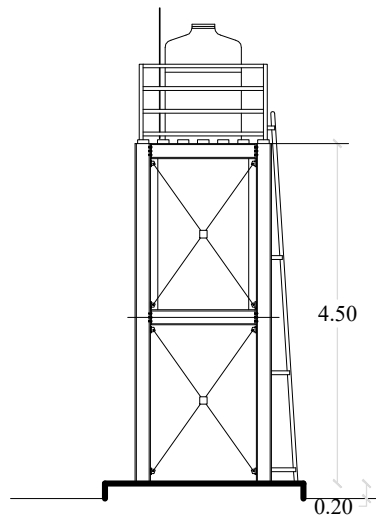
## Prefab unit designs and locations - Libyan Border Guards

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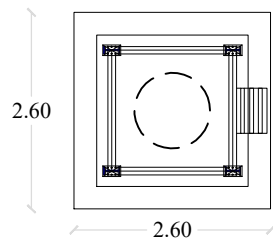
Location - LBG- Libya

Details - Design

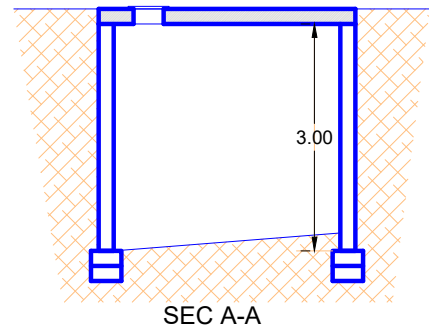
Date :22/06/2023



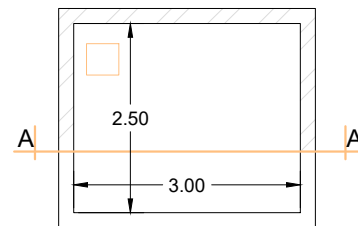
Water tank



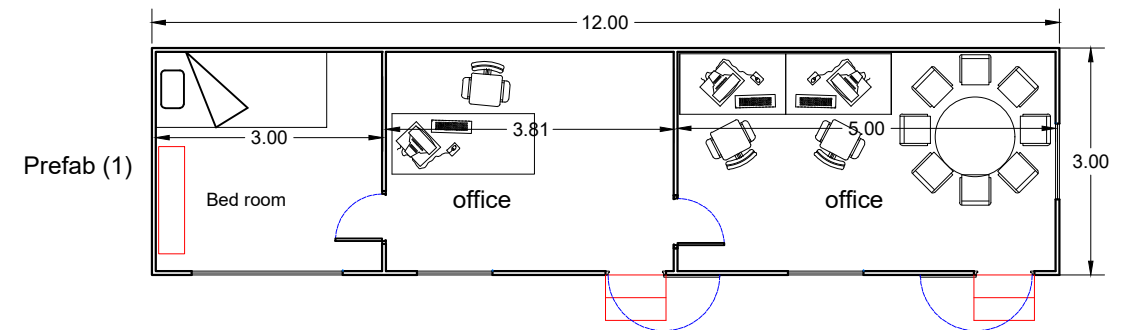
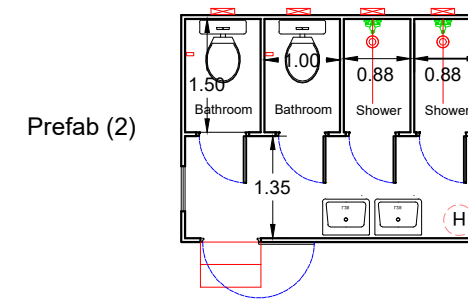
Plan



SEC A-A



Plan



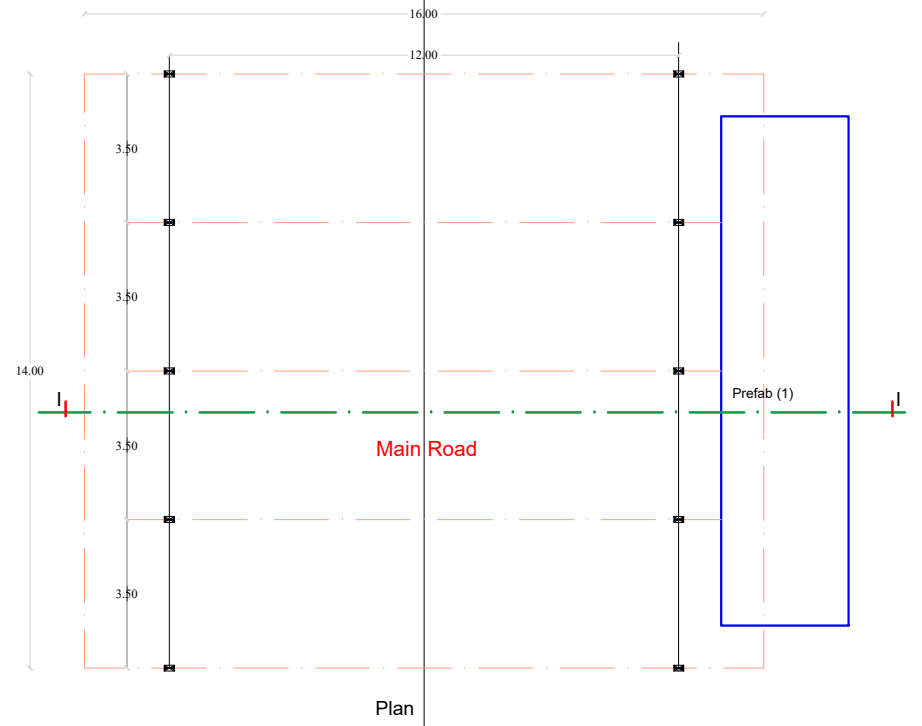


## Prefab unit designs and locations - Libyan Border Guards

Location - LBG- Libya

Date :22/06/2023

Canopy Layout Design



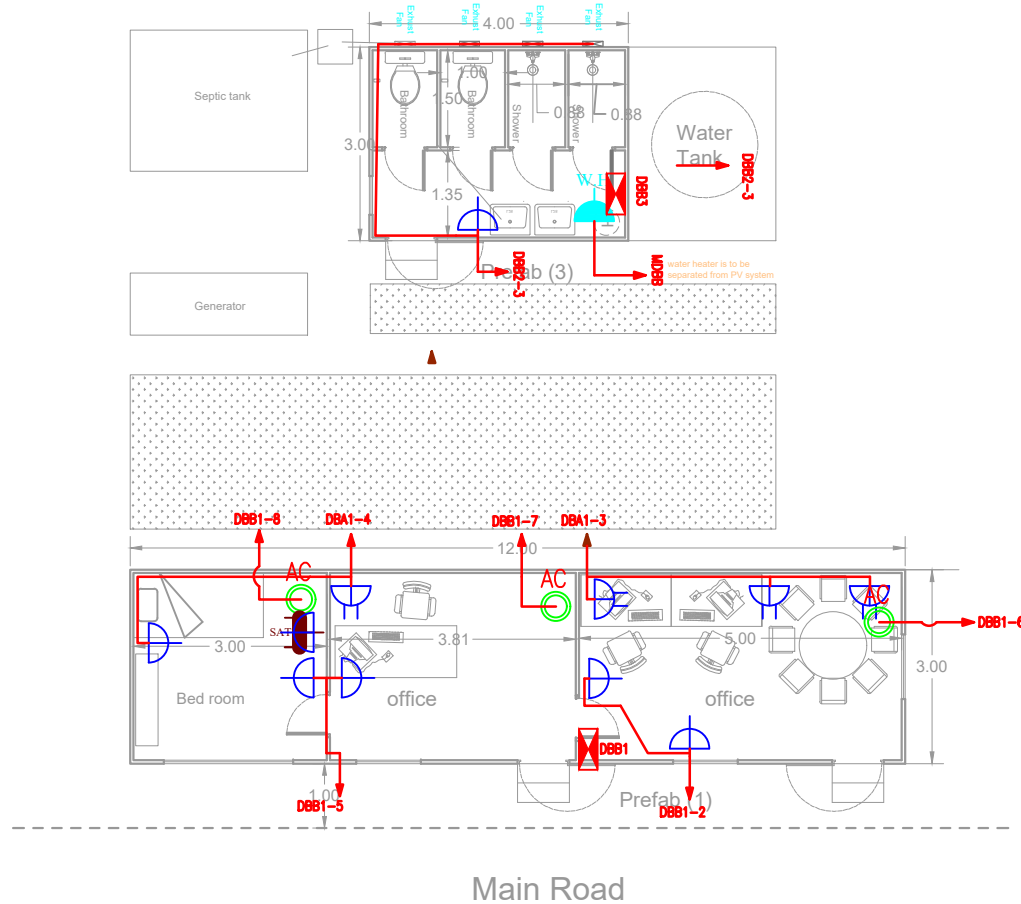


## Prefab unit designs and locations - Libyan Border Guards

Location - LBG- Libya

Power System Plan

Date :22/06/2023



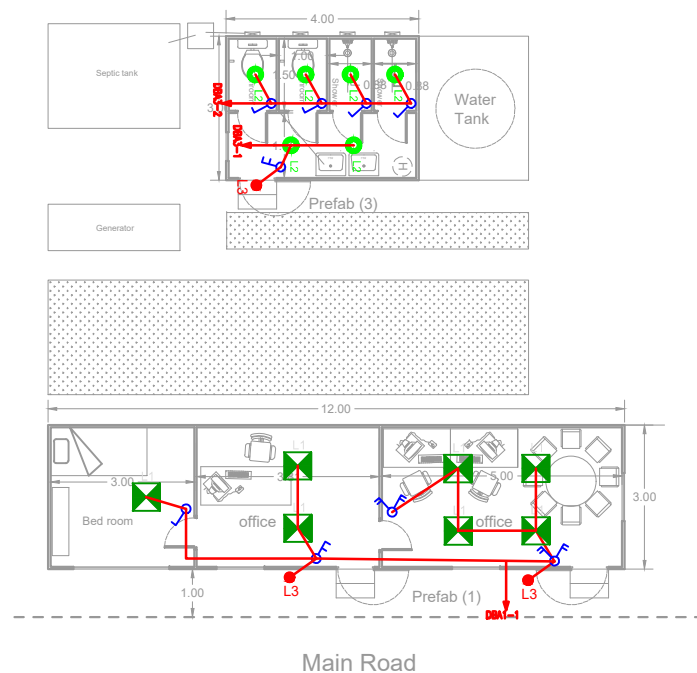
LEGEND	
	SINGLE NORMAL SOCKET 220 V, 16 A
	DOUBLE NORMAL SOCKET 220 V, 16 A
	SINGLE NORMAL SOCKET OUTLET 220 V, 16 A, FOR WATER HEATER
	AIR CONDITIONER OUTLET POWER
	HAND DRYER OUTLET
	1 GANG SAT OUTLET
	DISTRIBUTION BOARD Supplied from GECOL

## Prefab unit designs and locations - Libyan Border Guards

Location - LBG- Libya

Lighting System Plan

Date :22/06/2023



LUMINAIRE SYMBOL	PROJECT CODE	LUMINAIRE TYPE	PRODUCT PHOTO
	L1	LED 600mmx600mm Slim Panel 48Watt	
	L2	LED waterproof IP65, 12 watt ceiling light Surface mounted	
	L3	LED Outdoor waterproof IP65, 12 watt wall light Surface mounted	
	S1	One-way switch, 1P 16A 250 Vac	
	S2	One-way switch, 2P 16A 250 Vac	
	S3	Two way switch, 2P 16A 250 Vac	

Description	Area m <sup>2</sup>	Required LUX lx	Reached LUX lx	No. of Luminaires
Office-1	8.7	500	540	2
Office-2	8.1	500	512	2
Bed room-3	6	150	319	1
Bed room-4	16.96	150	240	2
Kitchen-5	6	300	446	1
Handwash Area	6	150	286	2
Toilet/Shower	1.5	150	322	1

## Prefab unit designs and locations - Libyan Border Guards

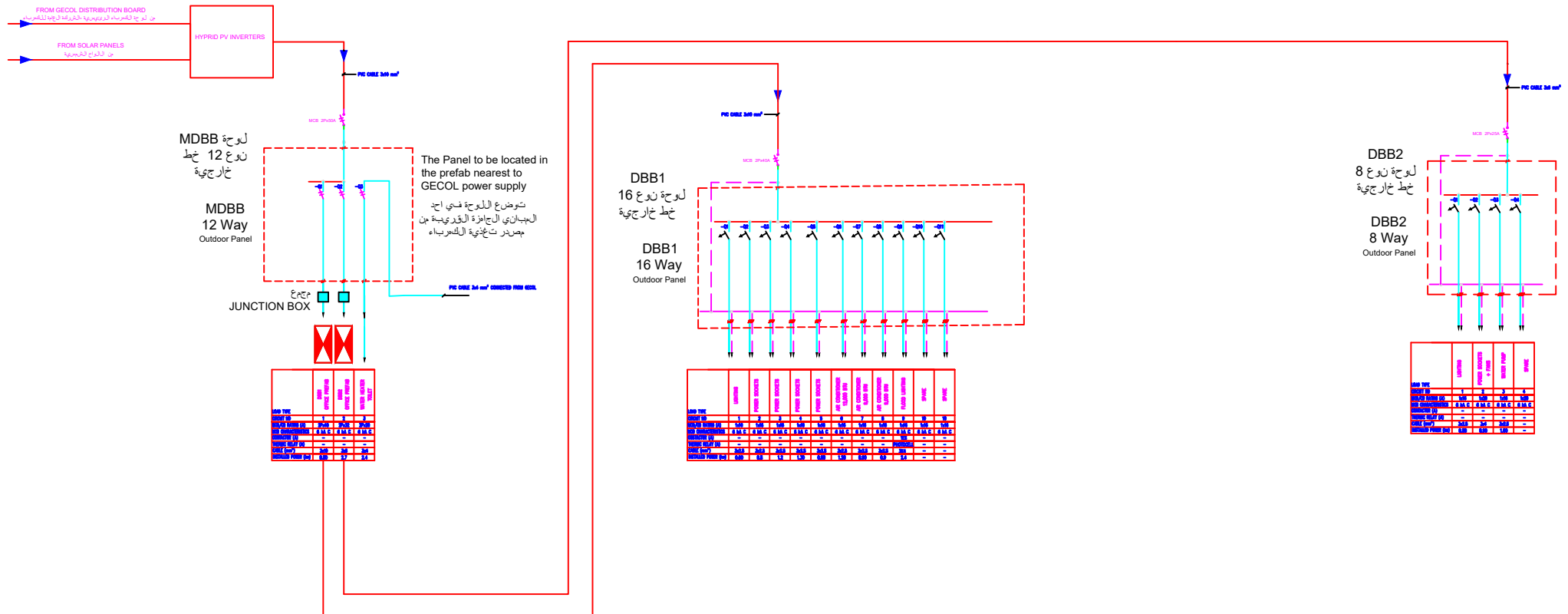
Location - LBG- Libya

MAIN Electrical Distribution Boards

Date :22/06/2023

MAIN Electrical Distribution Boards

اللوحات الكهربائية الرئيسية





## مشروع انشاء مظلة

### مواصفات المظلة :

#### -الاعمدة :

- يستخدم قوائم نوع H ( IPE 270 ) بعرض 27 سم (باتريلي مجلفن) ، والمسافة بين الاعمدة حسب الرسومات الهندسية المرفقة .
- يتم تثبيت القوائم بواسطة قواعد خرسانية (100×100×100)سم.
- يتم دعم القوائم بواسطة ربطها بزوايا مجلفنة. (على شكل X-).

#### -العوارض الرئيسية:

- نوع H (IPE 160) مجلفن بعرض 16 سم ، ويتم ربط جميع الاعمدة بواسطة هذه العوارض في الاتجاهين (X,Y).
- كل وصلة ربط بين الاعمدة والعوارض تحتوي على ستة مسامير.
- يتم دعم العوارض بواسطة ربطها بزوايا مجلفنة. (على شكل X-).

#### -السقف:

- المدادات الرابطة بين الجمالونات ( Fram ) تكون من نوع ( C 100 ) ولا تتجاوز المسافة بين المدادات ( 1.00 م ).
- السقف من الصاج المضلع.

#### -أعمال الطلاء:

- تكون جميع عناصر الحديد مجلفنة.

#### - ارتفاع المظلة:

بالوسط 6.00 م. كما موضح بالرسومات الهندسية