



ISLAMIC RELIEF

Islamic Relief in Pakistan is registered with the Securities and Exchange Commission of Pakistan (CUIN Registration No. 0033819) under Section 42 of Companies Ordinance 1984

Tender Pack

PROPOSAL FOR: Lining/Rehabilitation and Renovation of Irrigation Channel in Quddus Kaly Sultanzai District Lower Orakzai, Khyber Pakhtunkhwa

ADVERTISEMENT DATE: October 08, 2021

TENDER DOCUMENTS ISSUANCE: October 08, 2021– October 18, 2021

DOCUMENTS SUBMISSION DATE: October 19, 2021 (Latest by 1300 Hrs)



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1. CONFIDENTIAL QUESTIONNAIRE

Company Information

Question	Response
Full Legal and Trading Name.	
Date of Registration of your company (please attach certificate)	
Full address.	
Registered place of business (if different from street address).	
Name the contact within your organization to whom all correspondence regarding this should be addressed. This include Cell#, Email Address	
Company website address.	
Name and position of person authorized to enter into negotiations and sign any formal agreement.	
Company registration details such as, i. Registration numbers ii. VAT Registration number iii. Trade license number (copy must be attach)	
Name of other key contacts: Director/s. Sales/Orders. Technical Support.	



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Business Information

Question	Response
<p>Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured.</p> <p>Relationships with any parent company (if applicable).</p> <p>Include details of third party contractors where applicable.</p> <p>Details of joint venture arrangements (if applicable).</p>	
List of Products/Services	
List of Major Clients	
<p>Details of your company's experience in the execution of similar contracts, keeping in view the following points:</p> <ul style="list-style-type: none">i. Name of company/INGOsii. Contract Valueiii. References <p>(agreements copy must be attach)</p>	



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Banker's Detail:

Question	Response
Bank Name, Account Title, branch and total turnover in USD of last year (attach the bank statement of last 6 months)	

Trade Reference (only for similar Projects):

	1	2	3	4
Name of Organization				
Contact name and phone number				
Description of items/services delivered				
Quantity				
Date contract awarded				
Date contract Completed				
Value of Contract in PKR				



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2. Pricing (RFQ)

M/s _____

Date: _____

Ref. # _____

Islamic Relief (IR) is an International Non-Governmental Humanitarian Organization (NGO) providing humanitarian aid during emergencies and working for long-term development of the world's poorest people.

Islamic Relief (Pakistan) takes this opportunity to request you to quote the prices for **Lining/Rehabilitation and Renovation of Irrigation Channel in Quddus Kaly Sultanzai District lower Orakzai, Khyber Pakhtunkhwa** as per following detail and Annex A:

Scheme: Lining/Rehabilitation and Renovation of Irrigation in Quddus Kaly Sultanzai District lower Orakzai, KPK.					
S.#	Description/Specification	Unit	Quantity	Unit Price	Total Price
1	Excavation, Clearance, Dressing & Leveling of Bed				
a	Earth excavation in open cut upto 1.5m depth for drains, pipes etc. & disposal : in Hard Soil to design section and re-use of excavated material for backfilling/borrow material if required properly compacted as per the instruction of engineer in charge	Cft	18000.00		
b	Formation, dressing, compacting and preparing sub-grade in bed as per Engineer instructions Bed clearance and dressing slopes of channels/Water transport structures (Nacka's) including removing of weeds and roots etc. Excavated material should be dressed within 100m lead	Sft	18000.00		
2	Plain Cement Concrete including placing, compacting, finishing & curing (Ratio 1:4:8)				
a	Providing and laying Plan cement concrete including shuttering, maxing, placing, compacting, finishing (nominal mix ration 1:4:8) (the crush must be well graded, free from mud and dust and the sand will be fine & clear from mud/dust) as in bed, foundations complete in all respect. Required crushing strength must be not less than 1800 psi.	Cft	720.00		
3	Sand fill in bed of irrigation channel				
a	Providing and laying good quality Sand as in bed of channel	Cft	720.00		
4	Plain Cement Concrete including placing, compacting, finishing & curing (Ratio 1:2:4)				



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a	Providing and laying plain cement concrete including shuttering, placing, compacting, finishing and curing (Nominal mix ratio 1:2:4) in foundation under walls and pipe culverts etc. Maxing of concrete ingredients must be on a surface which having zero water absorption capacity like concrete floor or thick polythene sheet etc.	Cft	600.00		
5	Brick Work in (1:4 CSM)				
a	1st class brick work other than building upto 10 ft. height : Cement, sand mortar 1:4 First class burnt brick masonry in 1:4 cement sand mator , comprising 9" and above thick as in start point of channel, Nacka structures and culverts complete in all respects.	Cft	300.00		
6	PCC Coping 1:2:4 on BBM				
a	Providing and laying plain cement concrete including shuttering, placing, compacting, finishing and curing (Nominal mix ratio 1:2:4) in coping of Nacka's and other areas as per requirements (2" thick)	Sft	300.00		
7	Plaster work in 1:4 CSM				
a	Cement plaster in 1:4 CSM 1/2" upto 20' height including curing, Shuttering complete in all respect	Sft	488.22		
8	Precast Segment for Channel				
a	Providing and laying Pre-cast parabolic segments, molded with cement concrete 1:1-1/2:3, 2" wall thickness including lowering in water channels to correct alignment and grade, jointing, finishing where necessary, etc. complete in all respects				
b	Class "D " having top width 25", Depth 18" , length 36",	No	314.00		
c	Class "D Special" having top width 24", Depth 14" , length 36",	No	400.00		
d	Class "C " having top width 30", Depth 21" , length 36",	No	300.00		
e	Class "C Special" having top width 27", Depth 19" , length 36",	No	200.00		
f	Class "B" having top width 36", Depth 24" , length 36",	No	300.00		
g	Class "F " having top width 14", Depth 9" , length 48",	No	300.00		
h	Class "E " having top width 18", Depth 12" , length 36",	No	200.00		
9	Frame Nacka with cover				
a	Providing and installation of good quality Frame Nacka 9"	No	5.00		



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	with cover				
b	Providing and installation of good quality Frame Nacka 12" with cover	No	10.00		
c	Providing and installation of good quality Frame Nacka 14" with cover.	No	10.00		
d	Providing and installation of good quality Frame Nacka 27" with cover.	No	5.00		
e	Providing and installation of good quality Frame Nacka 30" with cover.	No	5.00		
f	Providing and installation of good quality Frame Nacka 24" with cover.	No	5.00		
g	Providing and installation of good quality Frame Nacka 25" with cover.	No	5.00		
10	RCC Pipes for culvert				
	Supplying and fixing of RCC pipes including excavation, jointing and good finishing.				
a	Internal dia 9"	No	10.00		
b	Internal dia 12"	No	6.00		
c	Internal dia 15"	No	4.00		
d	Internal dia 18"	No	6.00		
e	Internal dia 24"	No	4.00		
f	Internal dia 27"	No	4.00		
g	Internal dia 30"	No	4.00		
11	Filling of Segment joint with CSM 1:4				
a	Filling of joints with cement sand mortars 1:4 with neat and clean finishing complete in all respect.	Rft	500.00		
12	Plum Concrete 40% boulder				
a	PCC 1:3:6 in mass concrete less formwork using 40% boulders While using antifreeze admixtures of approved brand if suggested by Engineering In charge during low temperature	Cft	600.00		
13	Back filling on embankments of PCPS from outside Materials				
a	Back filling on embankments of PCPS & Existing pipe channel from excavated/locally available earth or materials	Cft	12500.00		
14	Plantation on sides of channel				



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a	Providing and planting of plants (walnut or Olive, as per the locals demand) whichever is feasible for proposed area of 2 yeas age.	No	200.00		
15	Sign Board				
a	Providing and installation of Sign Board size of 4'X3' internal size using 18gauge steel sheet, 16 gauge MS pipe 1.5" dia as in frame of size 4.5' x 3.5' & 5' height foots with cross angel iron double strips of 1 feet length, writing of given data double side with IR logo) and minimum 6x numbers of wall chalking of given data with IR logo complete 5' X 8' size on the nearby wall with paint or as directed by Engineer.	No	1.00		
Grand Total (Inclusive of Rehabilitation, deliveries and Taxes)					

Note: IR will have the right to conduct the lab test for the samples to evaluate the quality and also the consignment if selected.

Delivery Time	
Delivery Location	Quddus Kaly Sultanzai District lower Orakzai, Khyber Pakhtunkhwa

3. General Terms & Conditions

General

- 1- Supplier will be required to provide CDR/DD amounting 5 % (in the name of "Islamic Relief"). CDR/DD will be returned to unsuccessful bidders after decision of tender. Tender without CDR/DD will not be considered.
- 2- Quoted prices for the above items shall be inclusive of all kind of govt. taxes including GST and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Custom Clearance and port taxes (if any)
- 3- All prices must be quoted in Pak rupees.
- 4- Prices quoted shall be Delivered Duty Paid (DDP) at the identified locations i.e. Quddus Kaly Sultanzai District Lower Orakzai, Khyber Pakhtunkhwa.
- 5- Any damage, loss, theft and demurrages outside the premises of Islamic Relief (Pakistan) shall be the responsibility of supplier / agent.
- 6- Withholding tax & GST as per government prevailing rates shall be deducted at the time of payment.
- 7- Payment shall be made in the form of cross cheque within 21 days after acceptance of delivery and subsequent submission of the invoice to the Islamic Relief (Pakistan).
- 8- Islamic Relief reserves the right to reject any or all bids without assigning any reason thereof.
- 9- Expected delivery time must be mentioned on your quotation.
- 10- Incomplete Bids/documents shall not be entertained.



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3.1 Bid Submission Requirements

1- The following documents should be accompany the tender

- Updated Company Profile with all registration certificates
- Updated bank statements of last 6 months and Last year audited financial statements
- Relevant Purchase Orders, Agreements and completion certificates
- CDRs/DDs 5% of the total bid value

2. Sealed Bids addressed to “Procurement Committee” should be drop in quotation box placed at 2nd floor, IRM Complex, 7 Sunrise Avenue, Park Road, Near Comsat University, Islamabad on or before October 19, 2021 (latest by 1300 Hrs).

3.2 Validity of Price

Prices shall remain valid for at least 90 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.

For Islamic Relief _____ Sig & Seal of bidder _____



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4. Supplier Screening Form

Company Information:-

Company Name (as appeared on Registration Document): _____

Company Address: _____

Country: _____ Telephone: _____ Website: _____

Director(s) names (Please ensure you enclose proof of identity of director(s) e.g. passport copy or ID card)

Has the organization been convicted of any criminal offence?

Yes No

Does the organization have any relationship with current IR staff in the following capacity?

Personal/Family Yes No

Business Yes No

If you have answered YES to any of the above then can you please state in detail the relationship you have and with whom

How did you hear about IR's service request? _____

Please note that it is compulsory for the following to be provided to us:

1. Company Registration
2. Photo copy of ID/Passport of Directors

Consent

Our organization is not involved in and does not support any activity which is considered illegal by the Government of _____ (insert Country) or under the International Laws Community or what may be termed a 'terrorist activity'

I confirm that the above information is accurate to the best of my knowledge. I have not withheld information.

Name: _____

Position: _____

Sign & Official stamp: _____

Date: _____

We will treat your personal information as confidential and your details will not be shared with anyone else. The information on this form is required for the purpose of providing security screening.

Internal Use

Received by (local office): Name

Position

Date

Information sent to (HQ): Name

Date



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5. Queries..... please write us

If you have any query on tender document than please write to pcco@irp.org.pk

6. Complaints..... please write us

If you see any violation of rights or any incident of corruption, please contact us at:

complaints@irworldwide.org

Islamic Relief has zero tolerance for corruption & bribery and is committed to listen and Address any violation of rights of aid workers, suppliers, contractors and our beneficiary communities.



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7. Supplier Code of Conduct

1 Islamic Relief Worldwide requires all firm to adhere to:

- 1.1 The Modern Slavery Act 2015
- 1.2 The International Labour Standards as defined by the ILO (International Labor Organization). This Code of Conduct developed by the Inter Agency Procurement Group (IAPG) is inspired by the International Labour Standards.

2 Corporate Social Responsibility (CSR)

This information is to advise you, our service provider of the Corporate Social Responsibility (CSR) element in our supplier relationships:

- 2.1 Goods and services purchased are produced and developed under conditions that do not involve the abuse or exploitation of any persons.
- 2.2 Goods/services produced and delivered by organizations subscribe to no exploitation of children
- 2.3 Goods/services produced and manufactured have the least impact on the environment
- 2.4 Goods and services are produced and delivered under conditions where:
 - 2.4.1 Employment is freely chosen
 - 2.4.2 The rights of staff to freedom of association and collective bargaining are respected.
 - 2.4.3 Living wages are paid
 - 2.4.4 There is no exploitation of children
 - 2.4.5 Working conditions are safe and hygienic
 - 2.4.6 Working hours are not excessive
 - 2.4.7 No discrimination is practiced
 - 2.4.8 Regular employment is provided
 - 2.4.9 No harsh or inhumane treatment of staff is allowed.

2.5 Environmental Standards:

Service provider should as a minimum comply with all statutory and other legal requirements relating to environmental impacts of their business. Areas to be considered are:

- 2.5.1 Waste Management
- 2.5.2 Packaging and Paper
- 2.5.3 Conservation
- 2.5.4 Energy Use
- 2.5.5 Sustainability

3 Business Behavior:

Islamic Relief will seek alternative sources where the conduct of service provider demonstrably violates the Modern Slavery Act 2015, and there is no willingness to address the situation within a reasonable time-frame.

Islamic Relief will seek alternative sources where companies in the supply chain are involved in the manufacture of arms or the sale of arms to governments which systematically violate the human rights of their citizens.

Qualifications to the statement:

Where speed of deployment is essential in saving lives, IAPG members will purchase necessary goods and services from the most appropriate available source.