

To: All Bidders

Adigrat

Subject: Addendum 1: Clarification for construction of main campus secondary Gate for Lot- 1, Procurement Reference number NCB/ 005/ 2009

It is to be recalled that Adigrat University has issued bid for construction main campus secondary Gate for Lot- 1. Therefore, we have attached the Clarification hereafter.



SECTION 3[°] EVALUATION METHODOLOGY AND CRITERIA

This section, read in conjunction with Section 1, Instructions to Bidders and Section 2, Bid Data Sheet, contains all the factors, methods and criteria that the Public Body shall use to evaluate a bid and determine whether a Bidder has the required qualifications. No other factors, methods or criteria shall be used. The Bidder shall provide all the information requested in the forms included in Section 4, Bidding Forms.

The Bids shall be examined to confirm that all documentary evidence establishing the Bidders' qualifications requested in ITB Clause 22 have been provided.

After confirming the Bids comprise all mandatory documentary evidence establishing the Bidder's qualification the Public Body will rule on the legal, technical, financial and professional, and each bid, classifying it as compliant or noncompliant with qualification requirements set forth in the Bidding Documents;

A. Legal, Professional, Technical, and Financial Qualification Criteria

The following qualification criteria will be applied to Bidders:

FACTOR	Requirement	CRITERIA		
		Bidder	Joint Venture, Consortium or Association All Partners Contractual	Documentation Required At Least One Partner
1. Legal Qualification of the Bidder				
1.1. Nationality	Nationally in accordance with ITB Clause 4.2.	Must meet requirement	Must meet requirement	Must meet requirement
1.2. Conflict of Interest	No conflict of interest as described in ITB Clause 6.	Must meet requirement	Must meet requirement	n/a
1.3. Registration in the FPPA's suppliers List	Having been registered in the Public Procurement and Property Administration Agency's Suppliers List in accordance with ITB Clause 4.7.	Must meet requirement	Must meet requirement	n/a
1.4. Debarred by decision of the Public Procurement Agency from participating in public procurements for breach of its obligation under previous contracts in accordance with ITB Clause 4.5.	Not having been debarred by decision of the Public Procurement Agency from participating in public procurements for breach of its obligation under previous contracts in accordance with ITB Clause 4.5.	Must meet requirement	Must meet requirement	n/a
1.5. Valid trade license or Having been submitted valid trade license or	Must meet	Must meet	Must meet	n/a
				Bid Submission Sheet

Part 1: Bidding Procedures

Section 3 Evaluation Methodology and Criteria

FACTOR	Requirement	CRITERIA			Documentation Required
		Single Entity	All Partners Combined	Joint Venture, Consortium or Association Each Partner	
Business organization registration certificate issued by the country of establishment in accordance with ITB Clause 4.5.	Requirement	requirement	requirement	At Least One Partner	Sheet with attachments
1.6. VAT registration certificate	Having been submitted VAT registration certificate issued by the tax authority (in case of contract value of BIRR 100,000.00 and above) in accordance with ITB Clause 4.6.	Must meet requirement	Must meet requirement	Must meet requirement	Bid Submission Sheet with attachments
1.7. Valid tax clearance certificate	(Having been submitted valid tax clearance certificate issued by the tax authority (Domestic Bidders Only) in accordance with ITB Clause 4.8.	Must meet requirement	Must meet requirement	Must meet requirement	Bid Submission Sheet with attachments
1.8. Government Owned Entity	Compliance with conditions of ITB Clause 4.4.	Must meet requirement	Must meet requirement	Must meet requirement	Bidder Certification of Compliance with attachments
2. Professional Qualifications and Capability of the Bidder					
2.1. Number of staff	At least 2 (two) staff currently work for the Bidder. The bids shall provide supporting document (i.e. employment agreement, scoring scale payroll for the staff that indicates its financial payment for the last six months) so that it will confirm that the above 2 staff are indeed working for the Contractor.	Pointing shall be done as per scoring scale specified under (B-2) below	Pointing shall be done as per scoring scale specified under (B-2) below	Pointing shall be done as per scoring scale specified under (B-2) below	Pointing shall be done as per scoring scale specified under (B-2) below
2.2. Personnel for the key positions	Among the staff mentioned, Bidder must demonstrate that it will have the personnel for the key positions that meet the following requirements:	Pointing shall be done as per scoring scale specified under (B-2) below	Pointing shall be done as per scoring scale specified under (B-2) below	Pointing shall be done as per scoring scale specified under (B-2) below	Technical Proposal Form PER I with attachments



Part 1: Bidding Procedures

Section 3: Evaluation Methodology and Criteria

FACTOR	Requirement	CRITERIA				Documentation Required
		Single Entity Combined	All Partners Combined	Each Partner	Total Work Experience in Similar Works	
No.	Position	Qualification	Required Number			
1	Project Manager	B.Sc./M.Sc. degree in Civil Engineering or related fields	1	75	42	
2	Construction Engineer	B.Sc./M.Sc. degree in Civil Engineering or related fields Advanced diploma in Civil Engineering / Building Engineering or related fields	1	75	42	
3	General Foreman	Diploma in Building Construction or related fields	1	9	3	
4	Surveyor	Diploma in Surveying	1	11	9	
3. Technical Qualifications, Competence, and Experience of the Bidder						
3.1. General experience	A minimum of 2 years general experience in the field of Construction and the Bidder has successfully completed at least One contracts in the past 5 (Five) years.	Must meet requirement	n/a	Must meet requirement	n/a	Bidder Certification of Compliance with attachments
3.2. Specific experience	The Bidder has successfully participated as contractor or subcontractor, in at least Construction of 2 (Two) Complicated Structures within the last 10 (Ten) years that have been successfully and substantially completed and that are similar to the proposed Works.	Point rate requirement	Point rate requirement	Point rate requirement	n/a	Bidder Certification of Compliance with attachments

Part 1: Bidding Procedures **Section 3: Evaluation Methodology and Criteria**

FACTOR	Requirement	CRITERIA			Documentation Required
		Single Entry	Joint Venture, Consortium or Association All Partners Qualified	Each Partner	
3.3. History of non-performing contracts	To comply with this requirement, works cited should be at least 70 percent complete. Non-performance of a contract did not occur within the last Five years prior to the deadline for Bid submission, based on all information on fully settled disputes or requirement by litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract, and where all appeal instances available to the bidder have been exhausted.	Must meet requirement by itself or as partner to past or existing JV	n/a	n/a	Bidder Certification of Compliance
3.4. Pending litigation	All pending litigation shall in total, not represent more than 10 (Ten) percent of the Bidder's net worth and shall be treated as resolved against the Bidder.	Must meet requirement by itself or as partner to past or existing JV	n/a	n/a	Bidder Certification of Compliance
3.5. Equipment for the implementation of the contract	The Bidder must demonstrate that it will have available for the implementation of the contract the following equipment listed hereafter	Point rate requirement	Point rate requirement	n/a	Technical Proposal with attachments
4. Financial Standing of the Bidder					
4.1. Historical Financial Performance	Submission of audited balance sheets and other financial statements as required in the BDS Clause 17, for the last 5 (Five) years to demonstrate the current soundness of the Bidder's financial position and its prospective long term profitability.	Must meet requirement	n/a	Must meet requirement	Bidder Certification of Compliance with attachments
	Certified Auditor's Report	Is			
		MANDATORY			



Part I: Bidding Procedures

Section 3: Evaluation Methodology and Criteria

FACTOR	Requirement	CRITERIA			Documentation Required
		Single Entity	Joint Venture, Consortium or Association All Partners Combined	Each Partner	
4.2 Annual Turnover	The annual turnover calculated as total netted payments received for contracts in progress or completed within the last 5 (Five) years (the Maximum of the past five years shall be considered).				
4.3 Financial Resources	<p>The Bidder must demonstrate access to, or availability of, financial resources such as liquid assets, unencumbered real assets, lines of credit, and other financial means, other than any contractual advance payments to meet the following cash-flow requirement: 3 Million Ethiopian Birr.</p> <ul style="list-style-type: none"> • Unconditional Credit Facility 	Must meet requirement	Must meet 60% of the requirement	Must meet 100% of the requirement	Bidder Certification of Compliance with attachments



B. Evaluation of Bids

I. Determining the Successful Bid

A two stage procedure will be adopted for evaluating bids, with technical (Qualification Document) evaluation completed prior to any financial (Bid offer) proposal is opened and compared. Only Technical proposals for firms scoring 70% and above out of 100% will be considered responsive (pass) and their financial proposal will be opened. The other (the fail) financial proposal will be returned unopened. Technical proposal will be evaluated using the following criteria. Qualification will be based on meeting the following pass/fail criteria. The Employer reserves the right to waive minor deviation. For the purpose of this contract bidders should meet the following minimum qualifying criteria in order to get Minimum. (70%).

The Public Body shall award of the contract the Bidder whose Bid has been determined to be substantially responsive to the Bidding Documents and with the lowest price.

2. Evaluation of the Technical Proposal

2.1 Provided all mandatory legal, professional, technical, and financial requirements have been met all technically compliant Bids shall be evaluated and scored using the two-stage bid evaluation and scoring method. In accordance with ITB Clause 38.3(f), the Public Body's evaluation of the Bid will take into account, in addition to the bid price, the following technical evaluation criteria in order of their importance and their proportional weight in the total system of evaluation, as specified below:

- (a). The technical evaluation criteria and their weighting points that indicate their level of importance are determined, as follows:



Priority	Name of criteria	Proportional points in %
1	Adequacy of Technical Proposal in responding to the Schedule of Requirements: (a) Technical capacity to mobilize equipment and personnel (b) Technical approach and methodology (c) Work plan and scheduling (d) Organization and staffing	2 2 3 3
	Total points for criterion (1):	10
2	Specific experience of the Bidder relevant to the Schedule of Requirements. Pointing shall be done as per scoring scale specified under 2.1 (b) below	15
3	Qualifications and competence of the key professional staff engaged in the works: (a) Project Manager (b) Construction Engineer (c) General Foreman (d) Surveyor	6 5 5 4
	Total points for criterion (3):	20
	The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three sub-criteria and relevant percentage weights:	
	(a) General qualifications	30%
	(b) Adequacy for the assignment	60%
	(c) Experience in region and language	10%
	Total weight:	100%
4	Equipment for execution of the works Note: Pointing shall be done as per scoring scale specified below	
	Total points for criterion (4):	35
5	Annual Turnover Pointing shall be done by interpolation. Full point shall be given to the maximum Annual Turnover.	10
6	Financial Standing Balance sheet for the last Five years audited by qualified external auditors showing the soundness of Bidder's financial position must be attached. External Audited Financial Status or declaration showing the firm's bankruptcy status in any of the last five years must be attached. A Bidder bankrupt in recent years lose more points than that bankrupt in earlier years with deductions of 5,4,5,4,3,5,3,2,5,2,1,5,1,0,5 for each year from earliest to oldest respectively.	10
Σ	Total Points for the Four Criteria (1+2+3+4+5)	100

Qualifications and competence of the key professional staff engaged in the works							
No	Position	Qualification	Total Work Experience	Experience in Similar Works	Max. points allocated for each sub-criteria		
					General qualifications	Adequacy for the assignment	Experience in region and language
1	Project Manager	B.Sc./M.Sc. degree in Civil Engineering or related fields	7/5	4/2	1.05	2.1	0.35
2	Construction Engineer	B.Sc./M.Sc. degree in Civil Engineering or related fields	7/5	4/2	1.2	2.4	0.4
		Advanced diploma in Civil Engineering / Building Engineering or refined fields	0	5			
3	General Foreman	Diploma in Building Construction or related fields	11	9	1.05	2.1	0.35
4	Surveyor	Diploma in Surveying	6	4	0.9	1.8	0.3
Total % for each sub-criteria					6	12	2
Total % for personnel					20		

NOTE:

- * Staff above the stated qualifications is acceptable
- * The Bidder must have suitably qualified personnel fulfilling the minimum required experience to fill the required positions, and should submit copies of educational testimonials and documentation of work experience from previous employers and renewed professional license evidence including recently signed CV by the professional and certified by the Bidder.
- * The Bidder shall provide supporting document (i.e. employment agreement document, payroll for the staff that indicates its financial payment for the last six months) so that it will confirm that the above 2 (Mandatory) staff are indeed currently working for the Contractor. Points shall be deducted as follows from the total personnel point for personnel not currently working for the bidder
 - * 2 points if none of the above 4 key staff personnel is currently working for the bidder
 - * 1 point if only one of the above 4 key staff personnel is currently working for the bidder
- * The proposed personnel must be assigned only for this specific project. And the following criteria shall be fulfilled:
 - ✓ recently signed CVs by the professional staff,
 - ✓ attached copies of educational testimonial,
 - ✓ Attached copies of previous work experience approved by the previous employers.
 - ✓ Attached copies of professional license renewed for the current Ethiopian year (for 2009/2010 fiscal year).
 - ✓ General experience is any practical as well as theoretical work experience (i.e. practitioner, academician, administrative, managerial, expert, support staff, etc. related to the field of engineering/ construction).
 - ✓ Specific experience is an experience in the field of Complicated Concrete Structure construction.

If the project is awarded changing the proposed personnel with equivalent qualification and experience shall be subjected to the approval of the Employer.

Equipment for execution of the works				
No.	Equipment Type and Characteristics	Minimum Capacity	Minimum Number Required	Maximum points given in %
1	Mobile truck mixer		1	3.5
2	Concrete pump		1	3.5
3	Adjustable Steel Posts and/or scaffolding	Relative evaluation shall be made		3
4	Excavator with Jack hammer	180 HP/ Bucket Capacity of 0.5m ³ or above	1	3.5
5	Plate Compactor	4 tone	2	2.5
6	Dump Truck	14 m ³	3	6
7	Total station surveying equipment (Complete set)		1	2.5
8	Pick-up service cars	5 quintals and above	2	3
9	Concrete mixer	750 lit and above	1	2
10	Vibrator with hose		2	3
11	Steel formwork		200m ²	2.5
Total % for equipment				35%
<p><i>Note: The above equipments are indicative and for evaluation purpose. Copies of supporting documents (own or lease) shall be attached with bid proposal. For own equipment, attach invoices and verifying renewed ownership documents (renewed for the year 2009 E.C.). For leased equipment, attach latest agreement from the owner. Renewed ownership documents of the lessor also required (renewed for the year 2009 E.C.). The Bidder should provide proper and acceptable evidence for ownership of equipment. Renewed trade licence as well as ownership certificates/ leases/ receipts/ should be attached. The equipment score shall be factored by 0.25 if leased. However, the bidder must own at least the dump trucks, one pick-up service car, the mixer, one plate (hand) compactor and the vibrators with hose mentioned above. Therefore, point shall not be given for the dump trucks, one pick-up service car, the mixer, one plate (hand) compactor and the vibrators with hose mentioned above if leased or hired (if not owned). Selected bidder shall deploy sufficient equipment as required for proper execution of the Contract.</i></p> <p><i>Equipments having capacities higher than shown in each schedule is accepted.</i></p>				

(b). The Public Body will evaluate any technical evaluation criterion using the following scoring scale:

SCORING		DESCRIPTION
10	Excellent	Exceeds the requirements of the criteria significantly and in beneficial ways/very desirable
9	Very Good	Exceeds the requirements of the criteria in ways which are beneficial to our needs
7-8	Good	Fully meets the requirement of the criteria
5-6	Average	Adequately meets most of the requirements of the criteria. May be lacking in some areas that are not critical.
3-4	Poor	Addresses all of the requirements of the criterion to the minimum acceptable level.
1-2	Very Poor	Minimally addresses some, but not all, of the requirements of the criteria or lacking in critical areas.
0	Unsatisfactory	Does not satisfy the requirements of the criteria in any manner.

- 2.2 Individual weighted scores for all technical evaluation criteria shall be weighted according to the set proportional weighting factors. The weighted result shall be calculated by multiplying the score by the proportional weighting point of the individual criterion.
- 2.3 Bidders getting score less than Seventy percent (70%) in the technical evaluation shall be rejected.

GCC Clause Reference	Section 8. Special Conditions of Contract																																																															
92. Supply of Materials	The Contractor is responsible for the supply of all construction materials.																																																															
93. Stamp duty	The Contractor is responsible for the payment of the stamp duty relating to this contract.																																																															
94. Minimum plants and equipments required for the works	Equipment for execution of the works <table border="1"> <thead> <tr> <th>No.</th> <th>Equipment Type and Characteristics</th> <th>Minimum Capacity</th> <th>Minimum Number Required</th> <th>Maximum given</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Mobile truck mixer</td> <td></td> <td>1</td> <td>4</td> </tr> <tr> <td>2</td> <td>Concrete pump</td> <td></td> <td>1</td> <td>4</td> </tr> <tr> <td>3</td> <td>Adjustable Steel Posts and/or scaffolding</td> <td>Relative evaluation shall be made</td> <td></td> <td>3</td> </tr> <tr> <td>4</td> <td>Excavator with Jack hammer</td> <td>180 HP/ Bucket Capacity of 0.5m³ or above</td> <td>1</td> <td>3</td> </tr> <tr> <td>5</td> <td>Plate Compactor</td> <td>4 tone</td> <td>2</td> <td>3</td> </tr> <tr> <td>6</td> <td>Dump Truck</td> <td>14 m³</td> <td>3</td> <td>3</td> </tr> <tr> <td>7</td> <td>Total station surveying equipment (Complete set)</td> <td></td> <td>1</td> <td>3</td> </tr> <tr> <td>8</td> <td>Pick-up service cars</td> <td>5 quintals and above</td> <td>2</td> <td>4.5</td> </tr> <tr> <td>9</td> <td>Concrete mixer</td> <td>750 lit and above</td> <td>1</td> <td>2</td> </tr> <tr> <td>10</td> <td>Vibrator with hose</td> <td></td> <td>2</td> <td>1</td> </tr> <tr> <td>11</td> <td>Steel formwork</td> <td></td> <td>200m²</td> <td>2</td> </tr> </tbody> </table>				No.	Equipment Type and Characteristics	Minimum Capacity	Minimum Number Required	Maximum given	1	Mobile truck mixer		1	4	2	Concrete pump		1	4	3	Adjustable Steel Posts and/or scaffolding	Relative evaluation shall be made		3	4	Excavator with Jack hammer	180 HP/ Bucket Capacity of 0.5m ³ or above	1	3	5	Plate Compactor	4 tone	2	3	6	Dump Truck	14 m ³	3	3	7	Total station surveying equipment (Complete set)		1	3	8	Pick-up service cars	5 quintals and above	2	4.5	9	Concrete mixer	750 lit and above	1	2	10	Vibrator with hose		2	1	11	Steel formwork		200m ²	2
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