

To: All Bidders

Adigrat

Subject: Addendum 1: Clarification for construction of Injera bakeries and Elevated Water Tanker for Lot- 3, Procurement Reference number NCB/ 005/ 2009

It is to be recalled that Adigrat University has issued bid for construction of Injera bakeries and Elevated Water Tanker for Lot- 3. 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 Sections 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 admissibility of each bid, classifying it as compliant or non-compliant 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		Documentation Required	
	Sole Entity	Joint Venture, Consortium or Association	All Partners	Each Partner	At Least One Partner
I. Legal Qualification of the Bidder					
1.1. Nationality	Nationality in accordance with ITB Clause 4.2.	Must meet requirement	Must meet requirement	Must meet requirement	n/a
1.2. Conflict of Interest	No conflict of interest as described in ITB Clause 6.	Must meet requirement	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	Must meet requirement	n/a
1.4. Debarred by decision of the FPPA	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 4.3.	Must meet requirement	Must meet requirement	Must meet requirement	n/a

FACTOR	Requirement	CRITERIA				Discrimination Required
		Single Entity	Joint Venture, Consortium or Association		At Least One Partner	
1.5. Valid trade license or business organization registration certificate issued by the country of establishment in accordance with ITB Clause 4.5.	Having been submitted valid trade license or business organization registration certificate issued by the country of establishment in accordance with ITB Clause 4.5.	Must meet requirement	Must meet requirement	Must meet requirement	n/a	Bid Submission Sheet with attachments
1.5. VAT registration certificate	Having been submitted VAT registration certificate issued by the tax authority (in case of contract value of Tier 100,000/- and above) in accordance with ITB Clause 4.6.	Must meet requirement	Must meet requirement	Must meet requirement	n/a	Bid Submission Sheet with attachments
1.7. Valid tax clearance certificate issued by the tax authority (Domestic Bidders Only) in accordance with ITB Clause 4.6.	Having been submitted valid tax clearance certificate issued by the tax authority (Domestic Bidders Only) in accordance with ITB Clause 4.6.	Must meet requirement	Must meet requirement	Must meet requirement	n/a	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	n/a	Bidder Certification of Compliance with attachments
2 Professional Qualifications and Capability of the Bidder						
2.1. Number of staff	All least 1 (One) staff currently work for the Bidder. The bidder shall provide supporting document (i.e. employment agreement document) for the staff that indicates its financial payment for the last six months so that it will confirm that the above 1 staff are indeed working for the Contractor.	Must meet requirement	Must meet requirement	n/a	n/a	Bidder Certification of Compliance
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 specified requirements:	Pounding shall be done as per scoring scale specified under (B-2) below	n/a	n/a	n/a	Technical Proposal Form PIR 1 with illustrations

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FACTOR	Requirement	CRITERIA				Documentation Required
		Single Entity	Joint Venture, Consortium or Association All Partners Combined	Each Partner	At Least One Partner	
No.	Position	Qualification	Required Number	Total Work Experience	Experience in Similar Works	
1.	Construction Engineer	B.Sc./M.Sc. in Civil Engineering or related field	1	5/3	4/2	
2.	Engineer Ad II and above	Diploma in Building Construction or related fields	1	6	3	
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 he 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) building projects within the last 10 (Ten) years, that have been successfully and substantially completed and that are similar to the proposed Works. 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 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 so		Must meet requirement for all characteristics	n/a	Must meet requirement for one characteristic	Bidder Certification of Compliance with attachments
3.3. History of non-performing contracts			n/a	Must meet requirement by itself or as partner to past or existing JV	n/a	Bidder Certification of Compliance

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FACTOR	Requirement	CRITERIA		
		Bidder Single Entity All Partners Each Partner or Subsidiary	Joint Venture, Consignment or Association At Least One Partner	Documentation Required
3.4. Pending Litigation	the bidder have been exhausted.	Must meet requirement by itself or as partner to joint or existing JV	Must meet requirement by itself or as partner to joint or existing JV	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 hereunder:	Point rate requirement	Point rate requirement	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 IES 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	Must meet requirement	Bidder Certification of Compliance with attachments
4.2. Annual Turnover	Certified Auditor's Report MANDATORY The annual turnover calculated on total certified payments received for contracts in progress or completed within the last 5 (Five) years must be at least 10 Million Ethiopian Birr (the Maximum of the past five years shall be considered). Profit or Loss receipt and letter of Evidence from Revenue Authority shall be attached MANDATORY .	Is	Must meet requirement	Bidder Certification of Compliance with attachments
4.3. Financial Resources	The Bidder must demonstrate access to, or	Must meet	Must meet	Must meet

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FACTOR	Requirement	CRITERIA			Documentation Required
		Single Entity	Joint Venture, Consortium or Association All Partners Combined	All-Last One Partner	
	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: 1 One Million Ethiopian Birr • Additional Credit Facility	requirement	60% of the requirement	100% of the requirement	of Compliance with attachments



B. Evaluation of Bids

1. 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	2	
	(b) Technical approach and methodology	2	
	(c) Work plan and scheduling	3	
	(d) Organization and staffing	3	
Total points for criterion (1):		10	
2	Specific experience of the Bidder relevant to the Schedule of Requirements	20	
3	Qualifications and competence of the key professional staff engaged in the works:		
	(a) Construction Engineer	15	
	(b) Engineer Aid II	10	
	Total points for criterion (3):		25
	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:		
4	(a) General qualifications	30%	7.5
	(b) Adequacy for the assignment	60%	15
	(c) Experience in region and language	10%	2.5
Total weight:		100%	
5	Equipment for execution of the works Note: Pointing shall be done as per scoring scale specified below	35	
Total points for criterion (4):		35	
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	Construction Engineer	B.Sc./M.Sc. in Civil Engineering or related fields	5/3	4/2	4.5	9	1.5
2	Engineer Aide II and above	Diploma in Building Construction or related fields	6	3	3	6	1
<i>Total % for each sub-criteria</i>					7.5	15	1.5
<i>Total % for personnel</i>						35	

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 recommendation 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 1 staff is indeed currently working for the Contractor.
- The proposed personnel must be assigned only for this specific project. And the following criteria shall be fulfilled:
 - ✓ recently signed CVs by the professional itself,
 - ✓ 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.
 - ✓ 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 Building Construction Engineering positions.

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	Excavator with Jackhammer	4 tone	1	3
2	Plate Compactor	4 tone	3	3
3	Dump Truck	7 m ³ /14 m ³	4/2	6
4	Pick-up service cars	4 quintals and above	1	6
5	Concrete mixer	350 lit	2	6
6	Dewatering Pump		1	3
7	Vibrator with hose		2	3
8	Firm work		150m ³	5
<i>Total % for equipment</i>				35%

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 invoice and verifying renewed ownership documents (renewed for the year 2000 E.C.) For leased equipment, attach latest agreement from the owner.

Renewed ownership documents of the assets also required (renovated for the year 2009 E.C.). The Bidder should provide proper and acceptable evidence for ownership of equipment. Renewed trade license as well as ownership certificates/ leases/ receipts/etc. should be attached. The equipment score shall be factored by 0.5 if leased. However, the bidder must own at least One 7m³ dump truck and one pick-up service car. Therefore, point shall not be given One 7m³ dump truck and one pick-up service car if leased or hired (if not owned). Selected bidder shall deploy sufficient equipment as required for proper execution of the Contract. Equipments having capacities higher than shown in each schedule is accepted.

- (b) The Public Body will evaluate any technical evaluation criterion using the following scoring scale: **Not Applicable**

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 criteria 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.

3. Financial Evaluation Criteria

The financial evaluation guide line for evaluation of bids allows the following qualification criteria.

- 3.1. The best evaluated bid will be the lowest evaluated price of the responsive bid proposal.
- In evaluation of Bids, the Employer will determine for each bid the evaluated bid price by adjusting the bid price as follows.
- Making any correction for errors.
 - Responsiveness cannot be determined based on the price offered by the Bidders, unless the Bid does not conform to all the Terms, Conditions and Specifications of the Bid Documents,
 - After arithmetic check, if price/grand total/ offered to the construction of the project goes beyond market price or value it will result in rejection of the bid.
 - The Public Body shall examine all Bids to ascertain whether there are any arithmetic errors in computation and summation. The Public Body shall notify Bidders on adjusted calculation errors and request bidders to confirm that they

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	No.	Equipment Type and Characteristics	Minimum Capacity	Minimum Number Required
	1	Excavator with Jackhammer	4 tone	1
	2	Plate Compactor	4 tone	3
	3	Dump Truck	7 m ³ /14 m ³	4/2
	4	Pick-up service cars	4 quintals and above	1
	5	Concrete mixer	350 Lit	2
	6	Dewatering Pump		1
	7	Vibrator with hose		2
	8	Form work		150m ²

