



Elizabeth Glaser Pediatric AIDS Foundation

**PRE-QUALIFICATION OF CONTRACTORS FOR
CONSTRUCTION OF A SATELITE LABORATORY AT
MBARARA REGIONAL REFERRAL HOSPITAL UNDER
USAID RHITES SW**

CLOSING DATE: Thursday, 21st November, 2019 AT 5.00 P.M

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PREQUALIFICATION NOTICE

The Elizabeth Glaser Pediatric AIDS Foundation invites applications from competent contractors for pre-qualification for construction of a satellite laboratory at Mbarara Regional Referral Hospital. Interested eligible contractors are invited to apply to be prequalified for the works described in this document.

SUBMISSION FORMAT

Prequalification documents shall only be received through email; procurementuganda@pedaids.org as one document in PDF with a clear subject **“Pre-qualification for Construction of a Satellite Laboratory at Mbarara Regional Referral Hospital”**. PLEASE NOTE THAT NO HAND DELIVERED APPLICATIONS WILL BE ACCEPTED

For submission purposes only, the Foundation’s address is:

| | | |
|------------------|----------|---|
| Attention | : | Senior Procurement Officer |
| Organisation | : | Elizabeth Glaser Paediatric AIDS Foundation |
| Plot | : | Plot 15, Kitante Close, Kampala |
| Country | : | Uganda |

The deadline for bid submission shall be on or before **21st November, 2019 at 5:00Pm local time**. Any Application received after the deadline will not be accepted.

GENERAL INSTRUCTIONS

- 1) You are requested to provide information required in this document as accurately as possible.
- 2) EGPAF attaches great importance to correct information given. If the information given is found to be incorrect in any respect, the applicant may be rendered ineligible for prequalification
- 3) EGPAF reserves the right to visit and inspect business premises of all the applicants to verify information provided.
- 4) All the information provided shall be treated as confidential.
- 5) EGPAF will communicate the outcome of the prequalification exercise to the applicants by the email provided.
- 6) EGPAF does not solicit any kind of fees to have vendors prequalified or awarded contracts. Any form of Fraud or Corruption such as canvassing, kickbacks, bribes, undisclosed familial or close personal relationships between vendors and Foundation employees, or other unethical practices will lead to automatic disqualification. In the event of any issues related to such unethical practices please feel free to report to the Foundation through fraud@pedaids.org

PRE-QUALIFICATION INSTRUCTIONS

Introduction

EGPAF would like to invite interested applicants who must qualify by meeting the set criteria as provided by the EGPAF to construct a satellite laboratory at Mbarara Regional Referral Hospital.

Invitation of Pre-qualification

Duly registered contractors under the Laws of Uganda for construction works are invited to submit their Pre-Qualification documents to EGPAF so that they may be pre-qualified for the said works. The prospective contractors are required to supply mandatory information for prequalification.

Experience

Prospective contractors must have successfully carried out and completed similar works in terms of size and complexity. The experience requirements are further stated in this document. Potential contractors must demonstrate the willingness and commitment to meet the prequalification criteria.

Pre-qualification Document

This document includes documents required of prospective contractors.

Consideration for Pre-Qualification

In order to be considered for pre-qualification, prospective contractors must submit all the information herein requested.

Questions Arising from Documents

Questions that may arise from the pre-qualification documents should be directed to the following e-mail address: procurementuganda@pedaids.org. The last day for receiving the questions shall be 15th November, 2019.

Additional Information

EGPAF reserves the right to request submission of additional information from prospective contractors.

Requests for Proposals

Request for Proposals will be made available only to the prequalified contractors.

PRE-QUALIFICATION DATA INSTRUCTIONS

Presentation Requirements

All pre-qualification/ application documents that form part of the proposal must be written in English and indelible ink. Translations should be attached for information in any other languages. The information presentation should follow the submission requirements in the prequalification criteria stated below.

Qualification

It is understood and agreed that the pre-qualification data on prospective contractors is to be used by EGPAF in determining, according to its sole judgment and discretion, the qualifications of prospective contractors to be invited to respond to a request for proposal and potentially perform the works as described by the client.

Prospective contractors will not be considered qualified unless in the judgment of EGPAF they possess capability, experience, qualified personnel available and suitability of equipment and financial capacity sufficient to satisfactorily execute the contract for goods/services.

PRE-QUALIFICATION CRITERIA

The Foundation will accept the applications that meet the following criteria

| Evaluation Criteria | Submission Requirements |
|---|--|
| 1. Eligibility: All applicants are required to be registered and authorized to perform the works | a) Certificate of Registration/Incorporation b) Joint venture agreement in case of a joint venture c) Power of attorney for the person signing the |

| | <p>application.</p> <p>d) List of shareholders of the company</p> | | | | | | | | | | | | | | | | | | | | | |
|--|---|------------------------------------|-------------------------|----|----------------------|----|----|---------------------|----|----|------------------|----|----|----------------------------------|----|----|--------------------------|----|----|---|----|--|
| <p>2. Past Performance/Experience</p> <p>Participation as a main contractor or partner in a joint venture in at least three (3) similar contracts within the last five (5) years, each with a value of at least USD 500,000 or equivalent, that have been successfully and substantially completed and that are similar to the proposed construction of a Medical laboratory works and a Storied Concrete structure. <i>(brief description of the proposed works is indicated on page 9 of this document)</i></p> | <ul style="list-style-type: none">- a Take Over Certificate or a completion certificate for each of the 3 similar contracts.- The contractors should also add brief description of the works executed therein. | | | | | | | | | | | | | | | | | | | | | |
| <p>3. Financial Capacity; Contractors are required to have a minimum average annual turnover of USD 2.5 million over the last three (3) years (2016, 2017 & 2018) as shown in the Audited Books of Accounts.</p> | <p>The Contractor shall attach extracts of the Audited Books of Accounts for (2016, 2017 & 2018) showing the turnover</p> | | | | | | | | | | | | | | | | | | | | | |
| <p>4. Equipment:</p> <p>The contractors are required to demonstrate ownership at least the following pieces of equipment:</p> <table><tr><th>No.</th><th>Equipment Type and Characteristics</th><th>Minimum Number required</th></tr><tr><td>1.</td><td>10Ton dumper trucks.</td><td>02</td></tr><tr><td>2.</td><td>2Ton dumper trucks.</td><td>05</td></tr><tr><td>3.</td><td>Pickup Vehicles.</td><td>02</td></tr><tr><td>4.</td><td>Total Stations/Survey Equipment.</td><td>02</td></tr><tr><td>5.</td><td>Concrete Mixers / Hoist.</td><td>02</td></tr><tr><td>6.</td><td>Concrete Block making machine. (if automated one unit).</td><td>01</td></tr></table> | No. | Equipment Type and Characteristics | Minimum Number required | 1. | 10Ton dumper trucks. | 02 | 2. | 2Ton dumper trucks. | 05 | 3. | Pickup Vehicles. | 02 | 4. | Total Stations/Survey Equipment. | 02 | 5. | Concrete Mixers / Hoist. | 02 | 6. | Concrete Block making machine. (if automated one unit). | 01 | <p>Schedule & confirmation of ownership of the listed equipment.</p> |
| No. | Equipment Type and Characteristics | Minimum Number required | | | | | | | | | | | | | | | | | | | | |
| 1. | 10Ton dumper trucks. | 02 | | | | | | | | | | | | | | | | | | | | |
| 2. | 2Ton dumper trucks. | 05 | | | | | | | | | | | | | | | | | | | | |
| 3. | Pickup Vehicles. | 02 | | | | | | | | | | | | | | | | | | | | |
| 4. | Total Stations/Survey Equipment. | 02 | | | | | | | | | | | | | | | | | | | | |
| 5. | Concrete Mixers / Hoist. | 02 | | | | | | | | | | | | | | | | | | | | |
| 6. | Concrete Block making machine. (if automated one unit). | 01 | | | | | | | | | | | | | | | | | | | | |

| <table><tr><td>7.</td><td>Concrete Pocker Vibrator</td><td>05</td></tr><tr><td>8.</td><td>Carpentry and Joinery Kit.</td><td>01</td></tr><tr><td>9.</td><td>Welding Machines/Metal /PPR</td><td>02</td></tr><tr><td>10.</td><td>Power Float Machine.</td><td>02</td></tr></table> | | | 7. | Concrete Pocker Vibrator | 05 | 8. | Carpentry and Joinery Kit. | 01 | 9. | Welding Machines/Metal /PPR | 02 | 10. | Power Float Machine. | 02 | | | | | |
|--|---|---------------------------------------|--------------------------------------|--------------------------|---------------------------------------|--------------------------------------|----------------------------|---|----|-----------------------------|----|---|----------------------|----|----|---|----|----|--|
| 7. | Concrete Pocker Vibrator | 05 | | | | | | | | | | | | | | | | | |
| 8. | Carpentry and Joinery Kit. | 01 | | | | | | | | | | | | | | | | | |
| 9. | Welding Machines/Metal /PPR | 02 | | | | | | | | | | | | | | | | | |
| 10. | Power Float Machine. | 02 | | | | | | | | | | | | | | | | | |
| <div>5. Technical & management skills of Key Project Personnel</div> <div>Below is minimum staff required</div> <table><tr><th>No.</th><th>Position</th><th>Total Work General Experience (years)</th><th>In Specific Works Experience (years)</th></tr><tr><td>1.</td><td>Projects Engineer with a Bachelor’s Degree in Civil Engineering and Registered Engineer with Engineers Registration Board</td><td>10</td><td>08</td></tr><tr><td>2.</td><td>Project Quantity Surveyor with a Bachelor’s Degree in EITHER Quantity Surveying OR Building Economics and Registered Surveyor with Surveyors Registered Board</td><td>08</td><td>05</td></tr><tr><td>3.</td><td>General Foreman with Higher Diploma in Civil and Building Engineering or Ordinary Diploma with 10 years’ Experience</td><td>10</td><td>08</td></tr></table> | | | No. | Position | Total Work General Experience (years) | In Specific Works Experience (years) | 1. | Projects Engineer with a Bachelor’s Degree in Civil Engineering and Registered Engineer with Engineers Registration Board | 10 | 08 | 2. | Project Quantity Surveyor with a Bachelor’s Degree in EITHER Quantity Surveying OR Building Economics and Registered Surveyor with Surveyors Registered Board | 08 | 05 | 3. | General Foreman with Higher Diploma in Civil and Building Engineering or Ordinary Diploma with 10 years’ Experience | 10 | 08 | <div>(a) Summary of company staff with listed experience and expertise</div> <div>(b) Company Organizational Structure</div> |
| No. | Position | Total Work General Experience (years) | In Specific Works Experience (years) | | | | | | | | | | | | | | | | |
| 1. | Projects Engineer with a Bachelor’s Degree in Civil Engineering and Registered Engineer with Engineers Registration Board | 10 | 08 | | | | | | | | | | | | | | | | |
| 2. | Project Quantity Surveyor with a Bachelor’s Degree in EITHER Quantity Surveying OR Building Economics and Registered Surveyor with Surveyors Registered Board | 08 | 05 | | | | | | | | | | | | | | | | |
| 3. | General Foreman with Higher Diploma in Civil and Building Engineering or Ordinary Diploma with 10 years’ Experience | 10 | 08 | | | | | | | | | | | | | | | | |

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|----|--|----|----|
| 4. | Health and Safety Manager with a minimum of a Diploma Certificate in Health and Safety | 05 | 03 |
| 5. | Foreman carpentry with a minimum of Advanced Certificate. | 05 | 03 |
| 6. | Foreman Masonry with a minimum of Advanced Certificate. | 05 | 03 |
| 7. | Forman Electrical and Mechanical with a minimum of Advanced Certificate. | 05 | 03 |

The assessment shall be based The evaluation will be done on **a pass or fail basis**. Any application that fails to meet the stated evaluation criteria will be considered unsuitable and shall be not prequalified. The Foundation shall notify all the Applicants of the rejection of their application.

Withdrawal of Prequalification

Should a condition arise between the time the company is pre-qualified to bid and the subsequent invitation to tender which could substantially change the performance and qualification of the bidder or the ability to perform such as but not limited to bankruptcy, change in ownership or new commitments, EGPAF reserves the right to reject the tender from such a bidder even though they have been initially pre-qualified.

Business probity and litigation history

Please confirm whether any of the following criteria applies to your organization: Note that failure to disclose information relevant to this section may result in your exclusion as a potential EGPAF contractor.

| No. | Particulars | Response (yes/No) <i>(If yes, provide a brief duly signed statement explaining the circumstance)</i> |
|-----|-------------|---|
|-----|-------------|---|

| | | |
|----|--|--|
| 1. | Is the organization bankrupt or being wound up, having its affairs administered by the court, or have entered into an arrangement with creditors, suspended business activities or any analogous situation arising from similar proceedings in Uganda or the country in which it is established? | |
| 2. | Is there any material pending or threatened litigation or other legal proceedings regardless of the value | |
| 3. | Has any partner, director or shareholder been the subject of corruption or fraud investigations by the US Government, police, IGG or similar authority in the country in which your organization is established? | |

BRIEF DESCRIPTION OF THE SCOPE OF WORKS

- Reconnaissance of existing infrastructure, ground conditions, services, flora and fauna that may affect the proposed building. Identify potential hindrances and suggest possible mitigation measures that can be accommodated with in the project.
- Carrying out demolition, demobilization, repair works where applicable to pave way for the proposed Satellite laboratory facility.
- Carry out Civil works for a two level concrete framed structure, with steel framed roof structure and corrugated roofing sheets cover, with an approximate total area of 1200 square meters.
- Carry out Electrical, Mechanical and Plumbing (MEP) works for proposed facility.
- Carry out fittings and furniture works for the proposed facility. These include Timber and Steel doors, Steel and Aluminium windows, Plaster and Suspended ceilings, Cabinets and shelves, Countertops, sanitary lab fittings, etc.
- Carry out external works around the proposed facility and making good of the affected infrastructure, services etc.
- Obtain any necessary approvals, permits from the relevant authorities and project stakeholders during the contract period. And comply to relevant laws that affect construction works.
- Maintain acceptable Health and Safety standards required for construction of laboratory building.
- Prepare as built drawings for the facility upon completion.