

CALL FOR TENDER ACTED Turkey Instructions to Bidders

Date: 25/04/2024

Tender N°: T-17 FUM-ETWTS-HAT-25-04-2024-1

Subject: Supplying and Installing Water Filtration System (Hatay)

Through this tender package, ACTED is requesting a qualified Contractors to submit their proposal for Supplying and Install Water Filtration System (Hatay).

TENDER REQUIREMENTS & TECHNICAL SPECIFICATIONS:

1- **Term of Reference:** Supplying and Installing Water Filtration System (Hatay)

BACKGROUND

An emergency has occurred in Hatay, the province most affected by the earthquake on February 6, 2023, in Turkey. Activities have been carried out to address the urgent sanitation needs of thousands of people (such as toilets, showers, water transportation by trucks, water storage, garbage bins, distribution of hygiene kits, and promotion of hygiene). Due to the difficulties caused by the destruction in the region, access to drinking water remains challenging, increasing the need for sustainable new methods to meet the needs. Ensuring access to safe water and making it drinkable by utilizing existing water sources and using water filtration systems to provide users with their immediate needs under suitable conditions are of vital importance. Developing and implementing this method in many container cities will significantly minimize time and costs.

OBJECTIVE

The central goal of this initiative is to create a robust, streamlined, and environmentally sustainable water purification or filtration system. The primary purpose is to ensure the provision of safe drinking water to communities affected by earthquakes, with a focus on reliability and efficiency. This system is designed to urgently meet the demand for clean water and simultaneously reduce the risk of waterborne diseases.

ACTED'S ROLE

In the aftermath of the Hatay earthquake, ACTED swiftly responded to the immediate need for drinkable water by distributing 19-liter water bottles to the affected populations. Building on this emergency response, ACTED is now spearheading a more sustainable solution to the water crisis through the implementation of a sophisticated purification/filtration system initiative. This new venture underscores ACTED's commitment to not just addressing the immediate needs but also investing in long-term resilience and sustainability of water resources in disaster-stricken areas. ACTED's unique position, stemming from its extensive experience in water resource management, deep understanding of local contexts, and established networks within the communities and local authorities, enables it to lead this initiative successfully. By leveraging its expertise and resources, ACTED is set to design, implement, and oversee a project that not only restores but also enhances the water supply infrastructure, ensuring the well-being and resilience of the Hatay community against future adversities.

SCOPE OF WORK:

ACTED is dedicated to ensuring safe drinking water for designated populations through a holistic approach. This involves designing and installing tailored water purification systems, empowering local



communities with training for system operation and maintenance, and implementing rigorous quality control measures. By collaborating with suppliers and the Ministry of Health in Turkey, ACTED ensures compliance with the highest standards, fostering sustainability and long-term community well-being.

STAKEHOLDERS:

To ensure the efficient, effective, and successful delivery of services for the implementation of the water filtration system, communication, cooperation, and coordination with all stakeholders (local authorities, NGOs, camp management, beneficiaries, suppliers) from inception to conclusion of the operation are targeted.

1. ACTED:

Responsibilities:

- Collaborate with local authorities and communities to identify regions requiring access to potable water.
- Assessment of the water needs of affected populations.
- Supervising the installation of water filtration systems, ensuring compliance with humanitarian principles and standards.
- Supervising the evaluation and monitoring the effectiveness of the water filtration system and adjusting as necessary.
- Coordination with other humanitarian actors and stakeholders to ensure a comprehensive response to water needs.

2. The supplier:

Responsibilities:

- Installation of Water Filtration Systems per requested locations ensuring the functionality of the system.
- Providing and installing a filtration system with minimum 2 years guarantee as per the specification in this ToR, noting that user-induced damage and the process of replacing filters will be excluded.
- Conduct a one-time preliminary inspection (test) after installing each unit to ensure water safety and to verify that the water purification system is operating smoothly and correctly ensuring that the produced water will be drinkable. and provision of official report for each unit.
- Conduct a single training session (2 hours) for the camp management to impart all necessary information regarding the system after installation of each unit.

3. Provincial Directorate of Health (MoH), HATSU (Hatay Metropolitan Municipality Water Management Department)

- Provincial Directorate of Health will conduct a monitoring to ensure the safety of the water and to ensure its potability.
- Securing the necessary permissions for installing water filtration.
- Providing the necessary protection and safety.

4. Beneficiary

Communities:

Engage in training sessions and actively contribute to the maintenance and long-term sustainability of the systems.

LOCATION

The initiative will focus on the most affected population in Hatay that settle in formal sites represented by container cities.

TIMELINE

The project is expected to commence 15th of June 2024 and complete by 15th July, 2024, subject to the completion of the assessment phase and the speed of system installation.

Water filtration systems requirements and technical Specifications

➤ **Activated Carbon System (KAR C-100):**



- Function: Designed for the removal of chlorine, odors, and color.
- Automation: Automated operation without the need for manual intervention.
- Application: Suitable for both domestic and industrial water treatment applications..

Features and Specifications:

- Inlet-Outlet Connection Diameter 1"
- Drain Line Diameter 3/4"
- Device Dimensions (WxH) 1465
- Tank Cross-Sectional Area 0.05 m²
- Tank Material FRP (fiberglass reinforced polypropylene)
- Internal Distribution Structure Diffuser
- Material of Internal Distribution Rigid PVC
- Filtration Precision 20 microns
- Backwash Duration 15–25 min
- Backwash Period Fully Automatic Time Controlled
- Backwash Material With water
- Test Pressure 9 bar
- Operating Pressure 3–7 bar
- Pressure Loss 0.5 – 1 bar
- Operating Temperature 4–40 °C
- Power Supply 230 V / 50 Hz

➤ **Reverse Osmosis System:**



- Capacity: 10 Tons/Day, designed for desalination and purification.
- Components: Includes high-quality membranes, pumps, and controls for efficient operation.
- Automation: Automated system ensuring continuous and reliable water purification including membranes, pumps, and controls

Features and Specifications:

- FRP membrane housing
- Carbon steel frame
- Conductivity meter
- RO controller
- 40×40 membranes (2 Units)
- Raw water flow meter
- Product and wastewater flow meter
- Pre-filtration
- Pressure gauge.

➤ **Ultraviolet (UV) Disinfection System:**



- Efficiency: Minimum UV intensity of 30,000 mW-sec/cm² for effective disinfection.
- Effectiveness: Eliminates bacteria, viruses, and microorganisms without altering water chemistry.
- Application: Designed for both domestic and industrial applications, ensuring safe and clean water.

Features and Specifications:

- Flow Rate 1.5 m³/h
- Connection Diameter 1 "
- Min Dimensions 505 × 125 × 180 mm
- Housing 304 SS Stainless Steel
- Maximum Operating Pressure 10 bar
- Total Power 24 watts
- Lamp Life 9,000 hours

➤ **Galvanized Water Tank**



- Material: Hot-dip galvanized steel sheet.
- Capacity: 10 m³ as a reference for scaling.
- Dimensions: 216 cm x 216 cm, Height: 216 cm. Sheet Thickness: Roof and 2nd layer - 1.50 mm, 1st layer and Bottom - 2.00 mm.
- Discharge Nozzle: 1"
- Filling Nozzle: 1½"
- Hydrophore Connection: 2"
- Level Indicator: ½" - 2 pcs.
- Ladder: Included
- Plastic Base: Included

➤ **Piping, Valves, and Fittings**

Variety: Assorted sizes and types for complete system integration.

Components: Includes all necessary components for connecting and operating the water purification system.

Durability: Durable materials selected for longevity and compatibility with water treatment processes.

➤ **Electrical and Control Equipment.**

Components: Includes control panels, sensors, and safety devices for automated operation.

Functionality: Designed for easy monitoring and control of the water purification process.

Efficiency: Ensures the system operates efficiently and safely, with minimal human intervention.

PRICING MODEL:

A detailed budget will be prepared based on the assessment findings, including costs for equipment, installation, training, and inspection activities.

Budget Outline for 5 Purification Stations

1. Cost of provision and installation of Filtration Units as per the specifications in this ToR with minimum 2-year warranty.
2. Cost of Conducting a one-time preliminary inspection (test) after installing each unit to ensure water safety and to verify that the water purification system is operating smoothly and correctly ensuring that the produced water will be drinkable; cost of test for each installed unit with report.
3. Training Costs: cost of single training session (2 hours) for the camp management to impart all necessary information regarding the system.

Limits & Standards of Water Quality:

Analysis (English)	Analysis (Turkish)	Limit of Quantification (Tayin Limiti)	Maximum Limit (Mevzuat Limiti)
Escherichia coli	Escherichia coli	0 kob/100mL	0 kob/100mL
Coliform Bacteria	Koliform Bakteri	0 kob/100mL	0 kob/100mL
Enterococcus / Fecal Streptococci	Enterokok / Fekal Streptococ	0 kob/100mL	0 kob/100mL
Nitrate	Nitrat	0.5 mg/L	50 mg/L
Nitrite	Nitrit	0.15 mg/L	0.5 mg/L
Chromium	Krom	2 µg/L	50 µg/L

Copper	Bakır	0.001 mg/L	2 mg/L
Lead	Kurşun	1 µg/L	10 µg/L
Mercury	Civa	0.5 µg/L	1 µg/L
Aluminum	Alüminyum	1 µg/L	200 µg/L
Iron	Demir	10 µg/L	200 µg/L
Methomyl	Methomyl	0.05 µg/L	0.1 µg/L
Vinyl Chloride	Vinil Klorür	0.25 µg/L	0.5 µg/L

EVALUATION CRITERIA:

Please refer to Annex 1

GENERAL CONDITIONS:

1. The closing date of this call is fixed **on Thursday, May 09, 2024, at 17:00 Gaziantep Time.**
 - The submission of the proposal is electronic; all Proposals shall be submitted as a soft copy to the following emails:
 - Email Address: Turkey TENDER turkey.tender@acted.org
2. The submission of an offer by a bidder to this call for tender may not result in the award of a contract.
3. Late offers may not be considered.
4. To ensure that funds are used exclusively for humanitarian purposes and in accordance with donors' compliance requirements, all offers are subject to the condition that contractors do not appear on anti-terrorism lists, in line with ACTED's anti-terrorism policy. To this end, ACTED reserves the right to carry out anti-terrorism checks on any contractor, its board members, staff, volunteers, consultants, financial service providers, and sub-contractors.
5. For all inquiries regarding this tender, please e-mail to the email address below no later than **Wednesday, May 08, 2024 at 13.00 Gaziantep Time.**

To: Turkey TENDER turkey.tender@acted.org

All questions shall be addressed in "Reply all" to the email you received this Tender.

6. A Pre-Tender Information Session will be held on **30/04/2024 at 14:00 PM** (Local Time in Turkey) online:

[Join the meeting now](#)

Meeting ID: 350 505 938 729

Passcode: MDhUTs

It is highly recommended to attend a pre-tender information session prior to bidding. The session will be held to explain to the bidders the requirements of the project, in addition, Acted will respond to all bidders' inquiries during the pre-tender information sessions.

6. The answers to written received questions will be shared with all vendors who ask question via Email.
7. Collusive practices are prohibited and will lead to offer rejection.



8. ACTED adopts a zero-tolerance approach towards corruption and is committed to respecting the highest standards in terms of efficiency, responsibility, and transparency in its activities. In particular, ACTED has adopted a participatory approach to promote and ensure transparency within the organization and set up a Transparency unit (supervised by the Director of Audit & Transparency) that can be reached through a dedicated phone number and e-mail address. As such, if you witness or suspect any unlawful, improper, or unethical act or business practice (such as soliciting, accepting, or attempting to provide or accept any kickback) during the tendering process, please contact the following phone number +33 6 07 22 46 28 and/or send an e-mail to transparency@acted.org

SPECIAL CONDITIONS:

1. ACTED reserves the right to engage in Post-Tendering Price negotiation with the bidders in form of submission of a Counteroffer or direct price negotiation.
2. Bidders' selection and awarding criteria will be as detailed in Annex 1 - Evaluation Criteria of this Tender.
3. Sending their offers to the present call for tender, Bidders acknowledge their agreement with these terms & conditions.
4. It is mandatory for the Contractor to submit their prices in the Offer Form (PRO-06).
5. ACTED will accept one final Proposal from each bidder that participates in the Tender. If a bidder wishes to submit an updated Proposal, after submitting their first offer but before the closing date, this should be clearly marked in the email proposal and Financial Offer.
6. Each Bid shall include a unique company name, representative and signature, phone number, and email address. Any similarities between proposals could result in the bid being rejected.
7. Company Stamps should be unique and should include the company name. All information contained in the stamp should be unique to the company submitting the offer. Bidders who use multi stamps will not be considered.
8. The offer will not be considered eligible if the white ink is used, or price corrections are done by hand.
9. Electronic stamps and signatures are not accepted.

CANCELLATION OF THE TENDER PROCEDURE:

In the event of a tender procedure being cancelled, bidders will be notified by ACTED. Cancellation may occur where:

- The tender procedure has been unsuccessful, namely where no qualitatively or financially worthwhile Proposal has been received or there has been no response at all.
- The economic or technical parameters of the project have been fundamentally altered.
- Exceptional circumstances or force majeure render normal performance of the project impossible.
- All technically compliant tenders exceed the financial resources available.
- There have been irregularities in the procedure, which have prevented fair competition.

CONTACTING MODALITY:

Upon awarding the contract to the selected supplier, the formal Purchase Contract between Acted and the supplier shall be bound by the technical specifications and pricing proposed by the supplier in response to the tender. The supplier shall commit to delivering the items in accordance with the agreed price, technical specifications, and works completion timeline as specified in the tender.



Company Name: _____

Authorized Representative Name: _____

Signature: _____

Stamp: _____

Annex 1 – Selection & Evaluation Criteria

Tender Reference: T-17 FUM-ETTWTS-HAT-25-04-2024-1

Evaluation Criteria:

This part tends to clarify Acted selection methodology by showing the different criteria of selection. The tender evaluation will follow the “Pass/Fail”
 All technical offers will be sent along to the technical referent and will be evaluated.
 If the supplier passes the exclusion & selection criteria, it will be considered as “Pass”.
 Then lowest price who pass the technical awarding criteria will be awarded the contract.

Criteria	Supporting Documents	Evaluation Method
Exclusion Criteria		
BEST MEMO Documents	<ul style="list-style-type: none"> - Signed Pro-03.2 Supplier Questionnaire_V2.0_Final. - Signed Pro-06.2 Supplier Ethical Declaration_2.0_V.Ar - Bidder’s Legal Representative National Id Or Passport 	It is optional for the bidders to submit the documents at tendering stage; however, it will be mandatory for the awarded bidder to submit them before Contracting.
Awarding Criteria		
Technical Awarding Criteria		
Meeting acted minimum requirements for service provider Experience in installing such system.	<ul style="list-style-type: none"> – Annex 2: Technical Proposal – Proof of installing at least 3 similar systems: provide previous Contracts, recommendations letters, etc 	Pass/Fail
Adherence to acted minimum technical requirements for System Specifications as mentioned in the ToR .	<ul style="list-style-type: none"> – Annex 2: Technical Proposal – Submit Technical data Sheet for the System 	Pass/Fail
Meeting acted minimum requirements for installation lead time and response time for requests. To install the 5 systems in one month and response time for any inquiry should be 48 hours	<ul style="list-style-type: none"> – Annex 2: Technical Proposal 	Pass/Fail
Financial Awarding Criteria		
Financial offer	PRO-06 – ACTED’s Financial Offer	Lowest price

Note: the Bidder shall indicate their ability to meet the minimum requirements in the submitted documents from their side.



Annex 2 – Technical Proposal

(To be filled by the bidders)

Tender Reference: T-17 FUM-ETTWTS-HAT-25-04-2024-1

1. Do the systems the company will supply meet Acted minimum acceptable technical specification? Yes No

(Please provide technical data sheet/ catalogue or specification for the listed water filtration system)

Specification	<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes
Activated Carbon System (KAR C-100)		
Function: Designed for the removal of chlorine, odors, and color.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Automation: Automated operation without the need for manual intervention.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Application: Suitable for both domestic and industrial water treatment applications	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Inlet-Outlet Connection Diameter 1"	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Drain Line Diameter ¾"	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Device Dimensions (WxH) 1465	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Tank Cross-Sectional Area 0.05 m²	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Tank Material FRP (fiberglass reinforced polypropylene)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Internal Distribution Structure Diffuser	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Material of Internal Distribution Rigid PVC	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Filtration Precision 20 microns	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Backwash Duration 15–25 min	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Backwash PeriodFully Automatic Time Controlled	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Backwash Material With water	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Test Pressure 9 bar	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Operating Pressure 3–7 bar	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pressure Loss 0.5 – 1 bar	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Operating Temperature 4–40 °C	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Power Supply 230 V / 50 Hz	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Reverse Osmosis System:		
Capacity: 10 Tons/Day, designed for desalination and purification.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Components: Includes high-quality membranes, pumps, and controls for efficient operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Automation: Automated system ensuring continuous and reliable water purification including membranes, pumps, and controls	<input type="checkbox"/> Yes <input type="checkbox"/> No	
FRP membrane housing	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Carbon steel frame	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Conductivity meter	<input type="checkbox"/> Yes <input type="checkbox"/> No	
RO controller	<input type="checkbox"/> Yes <input type="checkbox"/> No	
40x40 membranes (2 Units)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Raw water flow meter	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Product and waste water flow meter	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pre-filtration	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pressure gauge	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Ultraviolet (UV) Disinfection System:		
Efficiency: Minimum UV intensity of 30,000 mW-sec/cm ² for effective disinfection.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Effectiveness: Eliminates bacteria, viruses, and microorganisms without altering water chemistry.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Application: Designed for both domestic and industrial applications, ensuring safe and clean water.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Flow Rate 1.5 m³/h	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Connection Diameter 1 "	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Min Dimensions 505 × 125 × 180 mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Housing 304 SS Stainless Steel	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Maximum Operating Pressure 10 bar	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Power 24 watts	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Lamp Life 9,000 hours	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Yes No

2. Does the company possess the capacity to meet Acted's minimum requirements for service?

(Please provide proof of installing at least 3 similar systems. Contracts, recommendations letters, etc)



3. Does the company meet Acted minimum requirements for installation, 5 Yes No systems in 1 month from contract signature?

(Please provide a timeline for installation of the 5 systems)

4. Does the company meet Acted minimum requirements for response time Yes No of 48 hours for any inquiry ?

Company Name: _____

Authorized Representative Name: _____

Signature: _____

Stamp: _____



BIDDER'S CHECK LIST ACTED Turkey

Date: 25/04/2024

Tender N°: T-17 FUM-ETWTS-HAT-24-04-2024-1

BEFORE SENDING YOUR BIDDING DOCUMENTS, PLEASE CHECK THAT EACH OF THE FOLLOWING ITEMS IS COMPLETE AND RESPECTS THE INSTRUCTIONS TO BIDDERS' CONDITIONS:

#	Description	To be filled in by Bidder		For ACTED use only (to be filled in by Purchase Committee)		Comments
		Included		Present		
		Yes	No	Yes	No	
1	Instructions to Bidders (PRO-05) signed & stamped by the Bidder (electronic signature and/or stamp is not accepted)					
2	Original Offer Form (PRO-06) dated, filled, signed & stamped by the Bidder (detailed as per the requested currency)					
3	Supplier Questionnaire (PRO-06.1) dated, filled, signed & stamped by the Bidder					
4	ACTED Ethical Declaration (PRO-06.2) dated, filled, signed & stamped by the Bidder					
5	Bidder's official registration documents					
6	Bidder's legal representative national ID or passport					
7	Technical data sheet or specification for the water filtration system					
8	Annex 2 – Technical Proposal					
9	Delivery Lead Time and inquiry for response time					
10	Proof of at least 3 previous experiences in installing water filtration systems (contracts, recommendation letters, etc.)					

First & Last Name of Bidder's authorized representative: _____

Position of Bidder's authorized representative: _____

Authorized signature: _____



OFFER FORM ACTED *Turkey*

Tender N° : T-17 FUM-ETWTS-HAT-25-04-2024-1
 Description: Supplying and Installing Water Filtration System (Hatay)

Date (filled in by Bidders):

To be Filled by Bidder (COMPULSORY)

Company's Name (as per registration documents)	
Company Authorized Representative's Name (As per registration documents or duly signed Power of Attorney)	
Company Registration Number	
Registration body	
Company's mailing address Shop/Office/Building No Street name City Governorate/province/district Country	
A commercial representative for the bid (If different from authorized representative)	
Phone contact number Landline Mobile No	
Email address	

I undersigned (to be filled in by Bidders)

_____ agree to provide ACTED, a non-profit NGO, with services answering the following requirements, according to the general conditions and responsibilities that I engage myself to follow.
 Please fill in the following tables:

Items description	Unit	Quantity	Unit Price including all costs and KDV%	Total Price including all costs and KDV%
Provision and installation of Water Filtration System	Pcs	5		
Cost of Conducting a one-time preliminary inspection (test) after installing each unit	Pcs	5		
Cost of training session (2 hours) to impart all necessary information regarding the system.	Pcs	5		
			TOTAL PRICE INCLUDING ALL COSTS AND KDV%	



Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____