

CALL FOR TENDER ACTED Regional Office Instructions to Bidders

Date: 04-Sept-2024

Tender N°: T/17FUM/ETT/IWT/ADY-WASH-04-09-2024/2

Subject: Supplying Galvanized Water Tanks to Hatay

Through this tender package, ACTED is requesting a qualified supplier to submit their proposal for the Supplying Galvanized Water Tanks to HATAY.

TENDER REQUIREMENTS & TECHNICAL SPECIFICATIONS:

Background:

An emergency occurred in Hatay; the province most affected by the earthquake on February 6, 2023. Activities are being carried out to meet the urgent sanitation needs of thousands of people, including toilet facilities, showers, water trucking, water storage, garbage containers, distribution of hygiene kits, and promotion of hygiene. Due to frequent water interruptions and difficulties in accessing potable water caused by the destruction in the region, there is an increasing need for sustainable new methods to meet these needs. Utilizing existing water sources and ensuring access to safe drinking water by using storage methods to make it available and storable are vital for meeting users' urgent needs. Implementing this method in many container cities will significantly reduce time and costs.

Objective:



The main objective of the distribution of water tank initiative is to establish reliable, efficient, and sustainable water storage tools and systems, based on the basic purposes of meeting the hygiene needs of communities affected by earthquakes and ensuring daily-usage water providing as follows:

- Provision of bathroom and toilet facilities
- Washing of clothes
- Washing of dishes
- Hygienic use of living spaces

This system aims to meet the urgent need for clean water and reduce the risks of waterborne diseases that could adversely affect human health.

Stakeholders:

For the distribution of galvanized water tanks initiative by Acted, the involvement and responsibilities of key stakeholders are outlined as follows:

1. Local Authority: The municipality and HATSU play a crucial role by facilitating the initiative, especially in providing necessary permissions to ensure smooth implementation.

2. Local Community: The beneficiaries, representing the local community, are essential for the sustainability of the project. Their role includes participating in educational programs about water conservation and managing the water tanks to ensure their effective and sustainable use.

3. Suppliers: Suppliers are responsible for providing high-quality, durable water tanks suitable for daily usage. Additionally, they must ensure that the water tanks are thoroughly cleaned after installation to guarantee the safety of the water for consumption.

Location of Delivery:

Delivery locations of the units will be in Hatay, including Samandağ, Antakya, Hassa, and Kırıkhan.

Foundation Specification for Water Tank

Concrete Foundation

•**Concrete Quality:** The concrete used for the foundation should be at least C30 grade, ensuring the necessary strength and durability.

•**Depth and Dimensions :** The foundation should have a depth of 20 cm to adequately support the water tank and distribute the load evenly. And dimensions should be 275cm x 275cm for each water tank.

Reinforcement Mesh (According to Turkish Standards - TS 500)

Reinforcement Mesh Type: The reinforcement mesh should be B420C grade steel, conforming to Turkish standards for structural concrete.

- Rebar Diameter: \varnothing 10 mm
- Mesh Spacing: 15 cm x 15 cm (center-to-center spacing)

Foundation Preparation

Ground Preparation: Ensure that the ground is stable, level, and properly compacted before laying the foundation. Any unsuitable soil should be replaced with suitable fill material and compacted to reach the required stability.

This foundation should provide adequate support for the water tank and ensure long-term durability.

Water Tank Protection

- Lockable Access Hatch: Ensure the access hatch on the tank is lockable to prevent unauthorized entry.
- Fencing or Enclosure: Include a surrounding fence or enclosure with a lockable gate. The enclosure should be tall and sturdy enough to deter climbing or tampering (min 3 meters)
- Warning Signs: Place visible warning signs around the tank and enclosure indicating restricted access and potential dangers.

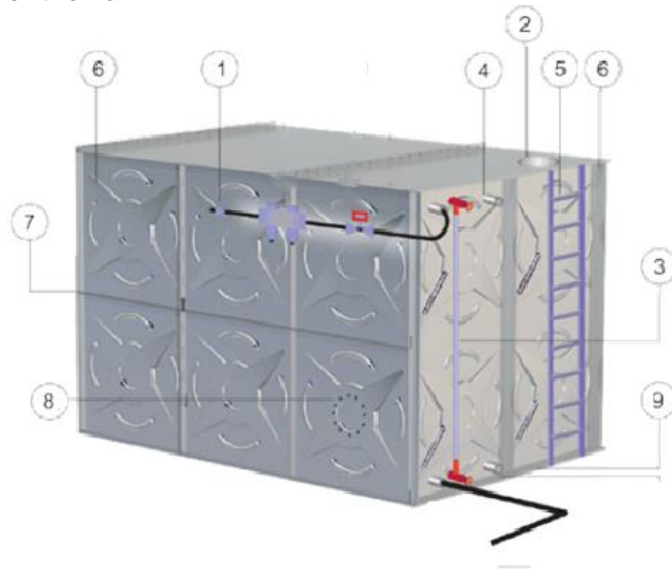
Requirements and Technical Specifications:

- Capacity: Each galvanized water tank should have a minimum capacity of 10,000 liters to meet the daily water needs of the targeted population.
- Material: Tanks should be made of Hot-dip galvanized steel sheet to ensure durability, corrosion resistance, and longevity.

Specifications:

- 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.
- Installation: Tanks should be installed on stable and plastic base , elevated platforms with ladder to prevent contamination and facilitate gravity-fed distribution.
- Maintenance and Access: Easy access for routine inspection, cleaning, and maintenance of tanks and associated equipment.
- Security: Measures to prevent tampering, vandalism, or unauthorized access to galvanized water tanks.

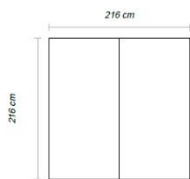
Additional Features for the Tank:



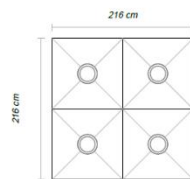
1. Water network entrance
2. Tank upper hatch cover ($\geq \varnothing 50\text{cm}$), It must be lockable and equipped with a lock
3. Tank water level indicator
4. Overflow pipe
5. Ladder

6. Tank modules connected by bolts and nuts
7. Rubber gasket and special silicone between modules
8. Tank bottom cover with bolted gasket
9. Tank base made of Plastic, concrete, or steel (in our case it is Plastic)

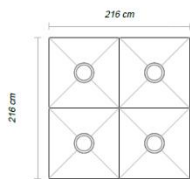
Technical drawing:



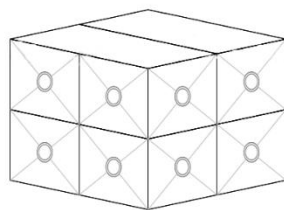
Top View



SIDE VIEW



Front View



PERSPECTIVE



Testing and Quality Assurance:

The supplier is required to thoroughly test the water tanks to ensure their full functionality. This includes conducting water filling tests to verify that the tanks are free from any leaks and to confirm their durability under full load conditions. The supplier shall bear all costs associated with the water required for testing and is responsible for addressing any issues that may arise during the testing process. These issues may include, but are not limited to, leakage, structural deformation, or defects in the tank's materials or construction.

The testing process shall last for a minimum of three days. After the tank is filled with water, the results will be evaluated through three separate readings—one immediately after filling and another after the 72 hours period and the last will be after 10 days. The supplier must resolve any problems identified during this period to ensure that the water tanks are fully operational and meet all specified performance standards before final acceptance.

Guarantee Modality:

The supplier shall provide a guarantee for the water tanks, covering a period of two years from the date of installation. During this guarantee period, the supplier warrants that the water tanks will be free from rust, leakage, and any other defects that may compromise their durability and functionality. If any issues arise within the guarantee period, the supplier is obligated to repair or replace the tanks at no additional cost to the client, ensuring that the tanks remain fully operational and meet all specified performance standards.

Pricing modality:

The offered Price must include the tank's cost, delivery to the installation site, and installation to ensure it is fully functional, offering a clear, all-inclusive price.

Evaluation Criteria:

Please Refer to Annex 1

RESPONSIBILITIES OF THE SUPPLIER:

To submit a Proposal that includes all required elements and submittals as listed in PRO-06.3 BIDDERS CHECKLIST_v2.0_FINAL.

It is important to note that all documents must be filled, dated, signed & stamped by the Bidders.

GENERAL CONDITIONS:

1. The closing date of this call is fixed **on Wednesday, September 25, 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 **Friday , September 20, 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. 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/17FUM/ETT/IWT/ADY-WASH-04-09-2024/2

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 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 acceptable technical specifications and requirements for the Galvanized Water Tank.	<ul style="list-style-type: none"> - Technical data sheet and/ or Catalogue. - Technical Drawing for the tank - Technical Proposal – Annex 2 	Pass/Fail
Delivery Time	- Technical Proposal – Annex 2	Pass/Fail
Financial Awarding Criteria		
Financial offer	PRO-06 – ACTED’s Financial Offer	Lowest price

Annex 2 – Technical Proposal

(To be filled by the bidders)

Tender Reference: T/17FUM/ETT/IWT/ADY-WASH-04-09-2024/2

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

(Please provide technical data sheet/ catalogue or specification for the item along with technical drawings)

Specification	<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes
The capacity of the galvanized water tank 10,000 liters	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank made from Hot-dip galvanized steel sheet	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank dimensions 216 cm x 216 cm with a height of 216 cm, and does the sheet thickness meet the specified requirements (Roof and 2nd layer - 1.50 mm, 1st layer and Bottom - 2.00 mm)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
1" discharge nozzle and a 1½" filling nozzle	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2" hydrophore connection available to ensure proper connectivity with water supply systems	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Two level indicators of ½" size installed for accurate water level monitoring	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank installed on a stable and elevated plastic base	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Install a ladder on the tank	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank has an upper-level hatch cover to ensure easy access for maintenance and inspection	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank modules securely connected by bolts and nuts, with a rubber gasket and special silicone between modules to prevent leaks	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The tank bottom cover is designed with a bolted gasket for enhanced security and leak prevention	<input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Does the company possess the capacity to deliver the specified items within Yes No
1 month from contract signature?

(Please provide a timeline for delivery)

Description	Delivery location	Quantity	Delivery Lead time
Providing and Installing Galvanized Water Tanks	Hatay	30 pieces	

Company Name: _____

Authorized Representative Name: _____

Signature: _____

Stamp: _____

Date: 04/09/2024

Tender N°: T/17FUM/ETT/IWT/ADY-WASH-04-09-2024/2

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)		
		Included		Present		Comments
		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 catalogue					
8	Annex 2 – Technical Proposal					
9	Technical Drawing for the Tank					

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

Position of Bidder's authorized representative: _____

Authorized signature: _____

OFFER FORM ACTED *Turkey*

Tender N° : T/17FUM/ETT/IWT/ADY-WASH-04-09-2024/2

Description: Supplying Galvanized Water Tanks to 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%
Galvanized Water tanks	SET	30		
Preparing ground and levelling it, then casting reinforced concrete for foundation (Refer to page 2 of the document)	M2	230		
Protection: Providing protection and accessories. (Refer to page 3 of the document)	SET	30		
			TOTAL PRICE INCLUDING ALL COSTS AND KDV%	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____