

## Invitation for Bids

Date 17th.October, 2023

Invitation No. KOICA-Ethiopia-

KOICA (Korea International Cooperation Agency) Ethiopia Office intends to invite foreign and local eligible Bidders for 'Project for Enhancing Competitiveness of Leather and Leather Products Industry in Ethiopia'

### Summary of Bidding

Bid Title	Architectural Design and Construction Supervision Consultancy Services for Shoe Last Factory Construction and Remodeling Existing Facilities for Leather and Leather Products Industry R&D Center
Project Site	Leather and Leather Products Industry R&D Center, Akaki Kality Subcity, Addis Ababa (WQG5+84R, Addis Ababa, Ethiopia (8°92'60.4"N 38°75'82.8"E))
Scope of Works	<p>1) New Construction (1,250 m2): Last facility for Lather product                  2) Remodeling (230 m2): SMEs Creative Center                  3) Renovation (420 m2): Vegetable Tanning Facility</p> <ul style="list-style-type: none"> <li>•Topographic survey and geotechnical survey report</li> <li>•Design work including architecture, interior, structural, mechanical, electrical, communication, fire-fighting, landscaping, signage, specification and BOQ.</li> <li>•Related works for building permit including design submission and processing of building permit</li> <li>•Construction phase support service such as response to RFI upon CM's request until construction completion</li> <li>•Support for selection of construction companies after design is completed.</li> <li>•Construction supervision tasks</li> </ul>
Duration	<p>Design Period : 6 Months                  Construction Bidding Period : 3 Months                  Construction Supervision Period : 15 months</p>
Price	<ul style="list-style-type: none"> <li>• Maximum Bidding Price: USD 180,000 (VAT exclusive)                         <ol style="list-style-type: none"> <li>1) Design : USD 110,000</li> <li>2) Construction Supervision USD 70,000</li> </ol> </li> </ul> <p>*Any kind of claim for compensation due to the fluctuation by inflation shall not be allowed. With regard to VAT, KOICA has no authority or responsibility for any tax, including VAT, incurred on this bid and contract. The consultant is responsible for reporting to taxation authority and implementing proper procedures in case of tax exemption is available.                  **Bid and contract shall be processed in US dollars. Any kind of request for increase in contract price due to inflation or fluctuation of exchange rate shall not be allowed.                  ***In accordance with Article 11, Paragraph 1 in the Regulation for Procurement and Contract in Grant Aid Projects, the estimated price shall not be prepared, and the Maximum Bidding Price shall be regarded as the estimated price.</p>

1. Employer: Korea International Cooperation Agency (KOICA)
2. Bid Type: Open Competitive Bidding
3. Selection of a Successful Bidder: A bidder who obtains the highest total points [Price Point 10% + Technical points 90%] shall have priority for final negotiation as a duly eligible Bidder
4. Letter of Interest: Bidding Documents will be distributed to those who expresses interest by email [ethiopia@koica.go.kr](mailto:ethiopia@koica.go.kr) with designated Form of Letter of Interest as attached hereto.
5. Currency and language of proposal: US Dollar and English. All the RFP (Request for proposal) documents will be distributed by KOICA in English and the Bidders should submit all bidding proposal documents either in English or notarized in English from the local language.
6. Key personnel of selected Bidder (Project Director and on-site Project Manager) shall have good command of English in Speaking and Writing.
7. Bidding Schedule

Milestone	Date	Remarks
<b>Bid Announcement</b>	17 Oct 2023 (Tue)	<ul style="list-style-type: none"> <li>• Website of KOICA Ethiopia office</li> <li>• Major daily newspapers (1 day)</li> </ul>
<b>Letter of Interest Submission /LOI/</b>	by 27 Oct 2023 (Fri)	<ul style="list-style-type: none"> <li>• Via e-mail (<a href="mailto:ethiopia@koica.go.kr">ethiopia@koica.go.kr</a>)</li> <li>• LOI form should be used to submit this. The form can be received from KOICA through email after a request is made by an interested bidder.</li> </ul>
<b>Bidding Guideline Distribution</b>	30 Oct 2023 (Mon)	<ul style="list-style-type: none"> <li>• Shared via bidders' emails</li> </ul>
<b>Bid Orientation</b>	30 Oct 2023 (Mon) 10:00-13:00	<ul style="list-style-type: none"> <li>• Venue: KOICA Ethiopia Office</li> <li>• Including the site visit</li> </ul>
<b>Q &amp; A Submission</b>	Until 1 Nov 2023 (Wed) 24:00	<ul style="list-style-type: none"> <li>• Via e-mail (<a href="mailto:ethiopia@koica.go.kr">ethiopia@koica.go.kr</a>)</li> </ul>
<b>Q &amp; A Replies</b>	By 3 Nov 2023 (Fri) 16:00	<ul style="list-style-type: none"> <li>• Shared via e-mail</li> </ul>
<b>Bid Documents Submission</b>	17 Nov 2023 (Fri) 07:30-16:00	<ul style="list-style-type: none"> <li>• KOICA Ethiopia office (in person)</li> </ul>
<b>Quantitative Evaluation</b>	20 Nov 2023 (Mon)	<ul style="list-style-type: none"> <li>• KOICA Ethiopia office</li> </ul>
<b>Qualitative Evaluation and Bid Opening</b>	24 Nov 2023 (Fri) Qualitative Evaluation (09:00)	<ul style="list-style-type: none"> <li>• KOICA Ethiopia office</li> <li>• Remote evaluation by some of committee members</li> </ul>

	Bid Opening (14:00)	(if needed)
<b>Negotiation of Contract &amp; Bidder's Office Visit</b>	28 Nov 2023 (Tue)	
<b>Successful Bidder Notice</b>	1 Dec 2023 (Fri)	
<b>Contract Signing</b>	8 Dec 2023 (Fri)	<ul style="list-style-type: none"> <li>• Within 10 days from the communication of the successful bidder notice</li> </ul>

8. Minimum Qualification requirements:

- a. Enterprise with qualification to establish the its constitution in accordance with the Laws of its own country
- b. Enterprise (including a foreign company) with qualification to carry out the Consultant Works in accordance with the Laws of the Federal Democratic Republic of Ethiopia
- c. Enterprise that is not restricted by an international organization or a government, or that has not been declared ineligible for a contract, or that has not been sanctioned for it
- d. Enterprise that have not been convicted of bribery-related crimes in accordance with domestic and foreign laws
- e. Enterprise with more than one (1) completed similar project in terms of the Construction Works, respectively, which has been successfully completed over 20,000 USD in Design and 10,000 USD in Construction Supervision during last 5 years

\*The similar projects mean academic or institutional projects with teaching and/or Industrial factory facilities List of Required Documents for Submission

- f. Letter of Interest (LOI): to be submitted by 27<sup>th</sup> October 2023
  - g. Commercial Registration Certificate accompanied by the updated statutes
  - h. Actual Legal constitution of the company
  - i. Tax Payment Confirmation
  - j. Declaration of the company stating no legal conflict process in court.
  - k. Similar project experience (within 5 years, over USD 20,000 in Design, USD 10,000 in Construction supervision)
  - l. Annual audit report (in 5 years (2021/2022~2017/2018))
  - m. Bid Security: bank guarantee or cash (no less than 2.0% of total bid price or stated fixed amount (ETB 500,000))
  - n. And any other bid documents as stated and required at the Request for Proposal.
9. All bid Submission must be accompanied by a Bid Security of no less than Two Points (2.0) % of Total Bid Price or ETB 500,000
10. According to the relevant Act and Laws, KOICA prohibits this Bid participation against any Bidder who may be judged ineligible due to the below reasons;
- a. A Bidder who has ever been restricted for bidding by International Organizations or Foreign Governments, or notified and sanctioned as an ineligible entity for Construction Contract.

- b. A Bidder who has been restricted to participate in Bidding under disposition period since he was sentenced for an unrighteous entity.
  - c. A Bidder who has been sentenced for crime related to bribery according to domestic or foreign laws and regulations.
11. KOICA will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

**Contact Point**

- 1. Address: P.O.Box 5652, House No.97, Woreda 05, Kirkos Sub-City, Addis Ababa, Ethiopia / Ethiopia KOICA Office
- 2. Phone: (+251)11-372-0340~1
- 3. E mail: [ethiopia@koica.go.kr](mailto:ethiopia@koica.go.kr)

(NOTE BEFORE) All the participating parties in the bid, during the bidding process and the bid selection, the agreement and fulfillment of the contract, and any their pertinent processes (including processes after completion and delivery), must be fully acquainted with the 'Special Terms and Conditions of Integrity Pact', and submit the 'Integrity Pact Agreement (Implementation of memorandum)' when presenting the 'Bid Proposal'.

- ◆ You can report any forms of corruption or unfair practices during the current bidding and contract processes to the KOICA Ethiopia Office (☎ +251-11-372-0340~1/[ethiopia@koica.go.kr](mailto:ethiopia@koica.go.kr))
- ◆ Please report to the KOICA Audit Department ([clean@koica.go.kr](mailto:clean@koica.go.kr)), if a KOICA employee makes unreasonable demands such as money, valuables, hospitality, and entertainment.

Attached Form: Letter of Interest