## ISLAMIC RELIEF BANGLADESH



House # 10, Road # 10, Block # K, Baridhara, Dhaka-1212.

# Tender Documents for 50 units Mid-Term Shelter at different locations of Camp # 2E, 2W, 3, 4 & 7, Ukhiya Upazila under Cox's Bazar District

Tender No.	Tender # 06/2025		
Package No.	Package # 02 (RFQ # 78/2025)		
Issued On	11/04/2025		
Last Date and Time for Submission of Tender	Tender will be received up to 11.50 AM on 24/04/2025		
Date and Time for Opening of Tender	Tender will be opened on 24/04/2025 at 12.00 PM by the Tender Opening Committee (TOC) at the office of the undersigned with physical or virtual presence of the interested bidders by MS Teams.		
MS Teams Meeting ID	398 056 826 743		
Passcode	rN3Cr9DU		

Please fill the table mentioned below:	
Name of Vendor/ Company	
i) Registered Business Address ii) Corporate Address (if different)	
Name of Proprietor/MD with Contact Number	
Name of Contact Person with Contact Number	
Email ID	
Total Bid Security Amount	
PO/DD/BG Number and Date	
Name of Bank	
Name of Branch	

	At a glance of offer						
SL	Name of items	Specification	Unit	Qty	Unit Price	Total Price	Remarks
01	Mid-Term Shelter	As per BoQ and Design	No's	50			
	Grand Total =						
(Total Amount in words: BDT.							
For te	For technical clarification, please contact 01755-689446						



### Section: A, General Info/IRB Compliances



01	Programme	Humanitarian Crisis Response Programme	
02	Delivery Place	Different locations of Camp # 2E, 2W, 3, 4 & 7, Ukhiya Upazila under Cox's Bazar Dist.	
03	Procurement Method	Open Tender	
04	Time for Completion of the Works	Delivery must be provided as per our schedule and delivery complet within 45 Days)	
05	Mode of Payment	Through A/C payee cheque or bank transfer.	
06	AML & ATF Policy	IR will terminate this agreement without any notice if any supplier is found to be in violation of Anti Money Laundering & Anti-Terrorist Funding policy.	
07	Child Protection Policy	IR reserves the right to terminate this agreement without any notice if any vendor is engaging child labours or supporting any forms of illegal practices.	
08	Anti-Bribery Policy	IR follows ZERO-TOLERENCE policy for any form of bribery or corruption.	
09	Modern Slavery Act:	The international Labour Standards as defined by the ILO (international Labour Organization). Below is a link to the section 26 of the Modern Slavery Act so please familiarise yourselves with this. <u>http://www.legislation.gov.uk/ukpga/2015/30/section/26/enacted</u>	
10	Anti-social or Anti-state activity	The Service Provider and Receiver both the parties must respect and uphold the rules and laws of the country, and by no means undermine it whatsoever.	
11	Eligibility of the Contractors/Firms to compete in the Tender	<ul> <li>This invitation for tenders is open to all eligible tenderers who have:</li> <li>i) Relevant work experience with INGO</li> <li>ii) Up-to-date Business Documents</li> <li>iii) Financial and Organizational capabilities</li> <li>iv) Bank Statements for the last 06 (Six) months</li> </ul>	
12	Price of Tender Document	Nil	
13	Amount of Tender Security	2.5% of total quoted amount	
		The vendors expressing their intention to attend from Cox's Bazar can submit pay order or Bank Guarantee (BG) to our Cox's Bazar Office. The said pay order or BG must be submitted between 11:50 AM and 12:00 PM on April 24, 2025. A hard copy of the tender schedule and a photocopy of the pay order/BG must be submitted to our Dhaka Office on or before 11.50 AM, April 24, 2025	
14	Tender documents are available	http://islamicrelief.org.bd/tender	
15	Name and Address of the Office for Issuing, Opening & Receiving Tenders	IR Bangladesh Country Office, House # 10, Road # 10, Block-K, Baridhara Diplomatic Zone, Dhaka-1212	
16	Tender Validity	Tender shall be valid for a period of 45 days after tender opening.	
17	Change of Schedule Date & Time	If it is not possible to receive/open the tender on the schedule date for any unavoidable circumstances, the same will be received / opened on the next working date at the same circumstances.	
18	Filling in the Tender Documents	Clear with Indelible ink, duly signed and stamped	
19	Distribution of Works	IRB has the authority to divide the works among the qualified vendors for risk minimization, healthy competition and faster completion of the works	
		The IR Bangladesh authority reserves the right to accept or reject any	



## Section: B, Tender Data Sheet



01. GENERAL				
Employer	Islamic Relief Bangladesh			
02. TENDER DOCUMENT				
02. TENDER DOCUMENT For the <u>clarification of</u> <u>Tender</u> only টেন্ডার সংক্রান্ত তথ্যের জন্য 03. PREPARATION OF TENDE	For <u>clarification of tender's purposes</u> only, the Employer's address is: Attention: Procurement Coordinator Address: IR Bangladesh Country Office, House # 10, Road # 10, Block-K, Baridhara, Dhaka1212, Tel: 02-222299128, 02-222299130, <b>Cell: 01325083748</b> (Sunday-Thursday, at 09 AM to 05 PM) Email Address: procurement@islamicrelief-bd.org <b>ERS</b> <b>Documents must be submitted by Tenderers are:</b> a. Up to date copy of Trade License attested by the proprietor/head of organization b. Copy of up-to-date VAT Registration Certificate attested by the proprietor/head of organization c. Up to date copy of TIN/ TIN Certificate attested by the proprietor/head of organization d. Experience Certificate/WO copy with contact info for reference check attested by the proprietor/head of organization e. Clients List attested by the proprietor/head of organization			
	<ul> <li>e. Clerits List attested by the proprietor/field of organization</li> <li>f. Tender Security: PO or BD or BG from any Schedule Bank</li> <li>g. You are requested to provide a forwarding letter on your organization's letterhead pad with seal and signature from the authority with this offer along with duly filled in Summary of Tender Submission as per attached format.</li> <li>A Tender Security 2.5% of total quoted amount will be required in the form of a Pay Order or</li> </ul>			
Tender Security	Bank Draft or BG in favour of the "ISLAMIC RELIEF" accompanied with each tender			
04. SUBMISSION OF TENDER				
Filling Envelop	The inner and outer envelope shall bear the following additional identification marks: a) The Name of the Tender: c) Tender No: d) RFQ # e) Contractor's/Tenderer's Address: f) Additional documents should not be more than 10 pages excluding our requested documents.			
05. AWARD OF CONTRACT				
5.1	The Tender will be Non-Responsive and Rejected if the Quoted Amount of the Tender is found not in accordance with the quality and specifications set out for this tender.			
5.2	If mistake is found in the line items or total amount, the IR Bangladesh authority can reject or accept at its own discretion whichever IR Bangladesh deems advantageous or justifiable.			
5.3	The amount of performance guaranty (PG) shall be 2.5% of the contract price and the bid bond will be kept as PG of winning bidder(s).			
5.4	<ul><li>A. 2% of work order amount will be deducted from your total bill amount for each and every belated day or as per IRB management decision.</li><li>B. 5% of work order amount will be deducted for any deviation with the given specification in your quotation if supply does not rectify immediately or as per IRB management decision.</li></ul>			
06. COMPLAINTS OR SUGGESTIONS				
Complaints or Suggestions অভিযোগ বা পরমর্শ	For any complaints or suggestions: Email: <u>feedback@islamicrelief-bd.org</u> Cell: 017-7777-3701			



#### Section: C, SPECIAL TERMS AND CONDITIONS



- 01. The rate quoted by the Suppliers should include the cost of all materials and all operational costs connected with the packages and supply, cost of organizational arrangements, capital, background works, planning, logistics arrangements and cost of all local and other VAT & Taxes, Tolls and Incidental Charges will be treated as having been included in the tender bid.
- 02. All relevant documents supplied duly singed by the tenderer in every page and be binding upon the tenderer
- 03. Before submitting the tender, the tenderer should study/inquire the entire supply & work thoroughly in consultation with the relevant stakeholders, and no extra claim will be entertained for under any circumstances.
- 04. The supplied items must be of good quality and as per the samples approved by the IRB Management before delivery.
- 05. The quantities of the work may vary at the time of execution of work/supply and some items may be increased or decreased or even excluded, and for such cases no additional claims will be entertained.
- 06. Delivery Time must be maintained as per the schedule strictly. No extension of time will be allowed.
- 07. The work may be done round the clock which under any circumstances no extra claim will be entertained.
- 08. No claim from the contractor shall be entertained if the work is not executed for any reason.
- 09. Claim for advance payment shall not be entertained.
- 10. The contractor shall have to arrange and bear the expenses of all kinds of tools and plants which may be necessary for this work.
- 11. No claim for enhancement of rate of any item of the schedule will be entertained due to fluctuation of market rate for labours and materials along with the period of execution of the works.
- 12. Verbal instructions whatsoever and from whomsoever will have no binding. All such instruction must be in writing from competent authority.
- 13. The Suppliers/Contractors or his/their representative will have to be available at the site/delivery points to receive instruction from the IRB's designated staffs in connection with the supply/work.
- 14. Completion of Works shall be as per the Contract Agreement.
- 15. The Contractor shall submit the first Plan & Schedule of Works by 2 (two) days after signing the Contract, and shall update the progress regular basis during the period of the Contract.
- 16. In case of fund constrain/inadequate fund/non-availability of fund the payment to be made to the Contractor for completed work in the working financial year may be delayed for which no claim of the contractor shall be accepted. It is therefore assume that the contractor/Agency has agreed to execute this work under this precondition.
- 17. VAT and other taxes at the rates fixed by the Govt. will be deducted from the bills of the contractor
- 18. Challan and relevant documents must be submitted along with final bill.
- 19. Govt. MUSHAK 6.3 must be submitted with the bill.
- 20. All quotation should be intact at the time of submission.
- 21. The authority of Islamic Relief reserves the right to accept or reject any or all of the quotations and right to stop supply at any stage of delivery without assigning any reason whatsoever

Tenderer's Signature, Date & Seal				
I/We hereby declare that the information and documents provided along with the bid submission are true and authentic.				
Signature				
Designation				
Date				



				Covered Space		150 sqft
IS B	Bill of Quantities - Standard Shelter 10' x 15'			(for HHs up to 4-6 members)	13.95 m²	
SL	Items	Description	Unit	Quantity	Rate	Amount in BDT per shelter
1	Borak Bamboo	Borak Bamboo should be 20ft long (North Bengal Borak bamboo). Botton dia minimum 85mm to 90 mm, Upper dia minimum 70mm to 75 mm. Bottom wall thickness 23mm to 25mm and maximum 6" bend bottom to upper end. Cut in the dry season, No insect damage, No cracks, no split. Bamboo needs to treat from Islamic Relief treatment plant. (Raw Bamboo hand over to IBRs treatment plant, after treatment (14 days) the vendor collects bamboo at their own cost for MTS construction).	Piece	13		
2	Muli Bamboo	Length: 15 ft. Diameter: Upper dia 30mmto 34mm & bottom dia 38-42mm dia. Thickness minimum 4-6 mm (bottom), mature bamboo (Muli, Ora, Dolu, Talla, Pencha, Mittinga/Mita bansh). Cut in dry season. No insect damage. No cracks, no split. As per approved sample.	Piece	420		
3	Pad Footings	Pad footing: Dimension of RCC Base footing 12"x6"x6", RCC short column 26"x6"x6", 30" long 4nos 10mm M/S bar including 2.5" bend in RCC column. Flat Bar size: 22"x1.5"x 4mm (559mmx38mmx4mm) including 12 mm 4 holes for 150 mm long & 10mm dia half thread nuts & bolts (two nuts& Bolts) and 2mm thickness 4 no's metal washer and welded join. Each pad footing weight must be calculated based on the volume of reinforced concrete x 2400.00 kg/m3. Two coats of red lead primer should be used on a flat bar surface. All are complete as per drawing design and specification and direction of engineer in charge.	Piece	13		
4	Tarpualin Roll	Tarpaulin Size: the finished size of each sheet is 100 m x 1.8292 m (6 feet). Weight: 39 kg to 42 kg per Roll, equivalent to 213 GSM. Colour: preferably blue/grey, sun reflective on both sides. Inner black fibres to ensure opacity. UNHCR-approved standards or similar specifications as Red Cross or UNHCR. Logo height for screen print will be 1.5ft (18") and width as per the ratio of length. Clear cover of each edge 9 inch, distance between two logo 2.5(30inch) feet. As per approved sample.	sft	510		
5	6 mm Rope	Polypropylene or similar, diameter: 6 mm Preferred colour: black/blue/ dark green. Woven with 2 or 3 strands, with the possibility of being unravelled.	Kg	8		



SL	Items	Description		Quantity	Rate	Amount in BDT per shelter
6	3 mm Rope	Polypropylene or similar, diameter. 3 mm diameter, preferred colour:black/ blue/ dark green. Woven with 2 or 3 strands, with the		6		
7	1.22 mm GI Wire	Low carbon steel, hot dip galvanised tie wire 18 gauge (1 – 1.2mm)	Kg	3		
8	Cement for floor and Plinth Protection with NCF	Ordinary Portland Cement (OPC), Type 1/52.5 N,Size 50 KG Bag,Supply, fitting & fixing Portland Composite Cement local sand (FM: 1.2-1.5). Proper mix as Ratio-1:4 with fresh water. Minimum 7 days curing (Two times in a day) all complete, as per direction of Engineer In Charge.		3		
10	Sand	Maximum size of grains 2 mm, Well graded-Should have grains of large size (1-2 mm), medium size (0.5-1 mm) and small size (less than 0.5 mm) almost in equal proportions (33%), Free from clay/mud, Free from organic or inorganic impurities like grass, leaves, metal, glass, mica etc		12		
		MS nuts and bolt with washers 12mm dia and 12" long,	Nos	6		
11	Nuts and bolt with Washers	MS nuts and bolt with washers 12mm dia and 10" long,	Nose	10		
		MS nuts and bolt with washers 12mm dia and 8" long,	Nos	24		
12	Lock & Chain	Small durable golden color 50 mm padlock with 3 keys. Thick Cast iron chain thickness 4-5mm( Minimum 3 feet long) as per approved sample	Piece	1.00		
13	Steel Wire Mesh including CementSteel Wire Mesh (4ftx6ft), 20 Guage, Center to Center 20mm Spacing and PlasterPlasterfixing with partition wall, 12mm Cement Morter (1:4)		Sft	24.00		
14	Visibility	Specification for name plate: Size- 12"X10", Materials- PVC Board with Reflective Stickers+ Mat Lamination.		1.00		
15	Labour (Unskilled)		Man days	32		
		•		Total Amour	nt in BDT	

Charity Reg. No-553 \*

Vendor's sign with seal

#### Government of the People's Republic of Bangladesh Office of the Refugee Relief and Repatriation Commissioner Cox's Bazar <u>www.rrrc.gov.bd</u>

No: 51.04.2200.004.00.003.21-1240

Date:25 April 2021

Sub: Approval of proposed shelter design and site planning measurements for fire damage areas of camp 8E, 8W & camp-9.

Ref: Your letter no. (1) 21/IOM/DCOM/OUT/0060

(2) 21/IOM/DCOM/OUT/0062

Dated: 21.04.2021. Dated: 21.04.2021.

In reference to the above mentioned subjects and letters, we are glad to inform you that, as per your proposal of shelter design (without optional items) and site planning measurements mentioned below for fire damage area has been approved. The implementation of work should be in consultation with concerned CiC based on the approved shelter design, draft layout plan and the following terms and conditions.

Item	Measurements	Comments
Size of shelter	10ftx15ft=150sft	
Minor pedestrian pathway	6.00 feet	Front to front (fence to fence) distance of two shelters
Major pedestrian pathway	10.00 feet	Front to front (fence to fence) distance of two shelters for vehicle accessible road
Minimum space width between shelters for drainage	2.00 feet	Back to back (fence to fence) distance of two shelters.
Minimum distance between tube well and latrine	32.00 feet	
Minimum distance of shelter to wash block	3.50 feet	
Maximum distance of shelter to wash block	164.00 feet	Within 20 meters would be better
Minimum distance between solid waste management pit and shelter	10.00 feet	5
Minimum distance between fecal sludge management site and shelter	20.0 feet	

To reduce the waste of space and construction cost, if nature of the land support, seven to ten unit shelter to be constructed in a row. Construction of more units of shelter in a row should be given priority and single unit in a row should discourage.

Under no circumstances can FDMNs be transferred from one camp to another camp. All FDMNs who used to live in a certain camp will have to accommodate in the same camp. If necessary, the measurements Mentioned above can be made slightly reduced in consultation with concerned CiC.

Thanks for your continuous support and cooperation.

Enclosed: 9 (Nine) pages

25/4)2021

Shah Rezwan Hayat (Additional Secretary) Refugee Relief and Repatriation Commissioner Phone: 0341-63513 Email: <u>contact@rrrc.gov.bd</u>

- 1. Deputy Chief of Mission, IOM, Cox's Bazar.
- 2. Head of, BDRCS, Qatar charity, Islamic relief Bangladesh, AFAD, Turkiye Diyanet Foundation, NRC and Save the children, Cox's Bazar.

#### Copy for kind information:

- 1. PS to Secretary, Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka. (For his kind information)
- CIC camp- 8E 8W and 9 Ukhiya Cox's Bazar

















