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Invitation To Tender	
TENDER NUMBER	
GE-CNG-PRO-CN101-ITT-001	
PROJECT TITLE:	
Interim Office and Gatehouse Building	
TENDER TITLE:	
Civil Works for the Interim Office and Gatehouse Building	
CONTRACT TYPE:	
Measurable Contract	
DATE OF ISSUE:	
23 rd August 2024	
DEADLINE FOR OF SUBMISSION:	
6 th September 2024 16:00hrs	



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1 PURPOSE

GasMeth Energy Ltd invites tenders from suitably qualified and experienced contractors for the civil works construction of interim offices and a gatehouse building at Karongi CNG project. This ITT provides all the information required to prepare and submit a compliant tender.

2 SCOPE OF WORK

The scope of work includes, but is not limited to, the following:

2.1 Interim Office Area

- Excavation in all types of soils.
- Filling and compaction to attain at least 95% proctor density.
- Masonry and concrete works.
- Paving works.
- Turfing works.

2.2 Front Gate Area


- Demolition for the existing stone pitching and chain link fence.
- Excavation in all types of soils.
- Filling and compaction to attain at least 95% proctor density.
- Masonry and concrete works.
- Construction with Ruliba bricks.
- The Contractor shall, at its own cost and expense:
 - Be responsible for generating by itself or procuring from third party suppliers, electric power required by the Contractor for itself or its Subcontractors; and
 - Provide by itself or procure from third party suppliers all the other utilities required by it or its Subcontractors during construction. The Owner shall be under no obligation to supply such utilities during such periods; provided that the Owner shall use its reasonable efforts to support Contractor in obtaining such utilities as Contractor reasonably requires.

3 GENERAL REQUIREMENTS/ BID INFORMATION

Contractors are invited to bid and quote prices bearing the following in mind:

3.1 Technical

- Bidder shall possess experience in undertaking similar Works in accomplished projects in the past 5 years.
- Availability of equipment/machines to be guaranteed such as excavators with bucket and jackhammer, wheel loaders, bulldozers, compactors. dump trucks with capacity to excavate in rocky areas that there will be no delay or hold-up in operations.

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- In case the bidder intends to subcontract, the total of the proposed subcontracted parts shall not represent more than 75 % of the amount of the Total Tender Sum.
- GasMeth reserves the right to audit and to refuse participation of each proposed subcontractor.
- “Sub-subcontracting” shall not be allowed without Gasmeth’s prior written approval.

3.2 Commercial


- The bidders should have positive net worth as per the latest audited financial statement. However, bidders having negative net worth will also be considered, provided all their annual reports for last three financial years indicate profit after tax. Bidder shall furnish annual report/ audited balance sheets including profit and loss accounts along with the bid to establish bidder’s conformance to qualification criteria.
- Bidder shall not be under liquidation, court receivership or similar proceeding. (Undertaking to this effect to be submitted by the bidder)
- The contractors shall submit a quotation, and the type of contract will be on measurement basis.

4 EVALUATION CRITERIA

- Cost: 30%
- Technical: 70%
 - Compliance of SOW & MTO 40%
 - Work Schedule 30%
 - Compliance to local and international standards, codes and regulations 20%
 - Workforce and equipment proposal 10%

5 LIST OF PROJECT DOCUMENTS TO BE SUBMITTED TO VENDOR.

	General	Document Number
1	Site Plot	GE-CNG-PRO-CSD-DRW-100-001
2	Gate Building Layout	GE-CNG-PRO-CSD-DRW-101-001-A SHT 1
3	Gate Building Section	GE-CNG-PRO-CSD-DRW-101-002-A SHT 2
4	Gate Building details: Gate Building Existing Fence connection to Retaining Wall	GE-CNG-PRO-CSD-DRW-101-005-A SHT 3
5	Interim Offices Grading Layout & Section	GE-CNG-PRO-CSD-DRW-102-001-A
6	Interim Offices Retaining Wall Details	GE-CNG-PRO-CSD-DRW-102-002-A
7	Interim Offices MTO	GE-CNG-PRO-CSD-MTO-102-001

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8	Gate House Building MTO	GE-CNG-PRO-CSD-MTO-101-001
9	Scope of Work	GE-CNG-PRO-CN101-SOW-001
10	HSE Requirements	GE-CNG-PRO-HSE-RQM-001
12	Quality Requirements	GE-CNG-PRO-QCL-RQM-001
13	Project Controls and Reporting Requirements	GE-CNG-PRO-PCL-RQM-001

6 SUBMISSION REQUIREMENTS

6.1 Bid format

Bids are to be submitted in either/combination of PDF, Microsoft Excel or Word.


Bids are to be prepared and submitted into separate packages (Technical & Commercial). The checklist for documents below will be used for compliance and therefore expected to be submitted, however, it is not exhaustive. Ensure this check list is included in the submission.

6.1.1 Administrative Documents

	Attached(Y/N)
Executive summary	
Company Profile	
Certificate of Company Registration	
Certificate of Non-Bankruptcy from RDB	
Valid Tax Clearance Certificate (issued by RRA is Rwandan Company)	
Declared Non/Conflict of Interest	

6.1.2 Technical proposal

	Attached(Y/N)
Technical approach	
Work Schedule	
Proposed subcontractors	
HSE Plan & Safety Records	

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Risk Management	
Quality assurance	
Declaration of local and international standards, codes and regulations	
Case Studies and References	

6.1.3 Commercial proposal

	Attached(Y/N)
Pricing Structure	
Cost Justification	
Change Order Rates & Prices	
Additional Service	

7 CONTRACTUAL TERMS

- Contract Type: Measurable contract
- Effective date: it is anticipated work to be initiated the week commencing 23rd September 2024, pending negotiation.
- Contract Duration: Maximum 6 Weeks from the effective date based on Work Schedule
- Payment Terms: 30 days after invoice Payments are made periodically based on the quantities of work completed and certified by the project manager.
- Retention: A retention amount of 5-10% of the contract sum will be withheld and released upon successful completion and handover of the project.
- Performance Bond: The successful contractor will be required to provide a performance bond of 5% of the contract sum.
- Insurance: The contractor must carry adequate insurance for workers' compensation, public liability, and property damage.
- Warranty: The contractor must provide a warranty for a period of 12 months from the date of project completion.
- Change Orders: Any changes to the scope of work must be documented and approved by the owner before implementation.
- Dispute Resolution: Any disputes arising during the contract will be resolved through arbitration as per KIAC (Kigali International Arbitration Centre).

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- Legal: This Contract and all non-contractual obligations shall be governed by, and constructed in accordance with, the laws of the Republic of Rwanda.

8 TERMS OF BID

Bids validity must be valid for a minimum of 90 days of submission.

Bids must include following information:

- Current location and availability status of equipment/tools to be provided.
- All prices to be quoted in Rwanda Francs (RWF)

9 SITE VISIT

GasMeth's Construction Manager will be hosting a site visit on 29th August 2024 at 10:00hrs . This will be open to all Vendors and are encouraged to join. To book a space for this visit, recipients are to confirm when indicating their plan to submit a bid. Location for visit will be:

Karongi District, Western Provence, Rwanda (Between Rwanda Polytechnic College of Karongi & Kivu Watt)

10 Q&A

Vendors are encouraged to ask questions or seek clarification. This can be done either at the planned Site Visit or through the Head of Procurement at vincent.gatari@gasmeth.com

11 ACKNOWLEDGEMENT OF ENQUIRY

Bidders are to contact vincent.gatari@gasmeth.com with expressed interest to receive Project Documents via document transfer. Recipients of this enquiry are requested to acknowledge receipt of ITT documents by email within 72 hours. Please indicate with your acknowledgement if you plan to submit a bid.

12 DEADLINE FOR SUBMISSION OF BID

Bids are to be submitted & received by 16:00pm (CAT) on 6th September 2024

Bidders are encouraged to submit documents digitally via email to vincent.gatari@gasmeth.com


Alternatively, hard copies bids will be accepted by courier.

Address for courier delivery is:

FAO: Gatari Vicent

Gasmeth Energy Ltd – Head office

KN7 Ave, Kiyovu, Nyarugenge,

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13 POST-SUBMISSION PROCESS

13.1 Acknowledgement of Receipt

Bidders will be informed their bid has been received and logged. GasMeth will provide a reference number for tracking purposes.

13.2 Bid opening

Date & Time: 9th September 2024

Attendance: There's no requirement for bidders to attend the bid opening.

13.3 Evaluation Period

The evaluation period for this ITT will be no longer than 5 working days. During this time GasMeth will conduct following:

13.3.1 Initial Screening & Disqualification

Compliance Check: The Evaluation Committee will check each bid for:

Timeliness

Required Documents and Appropriate Signatures

Retention & Performance Bond can be met

Legal Status

Technical Compliance

Financial Standing


Declared Conflict of Interest

13.3.2 Detailed Evaluation

Evaluation of both Technical and Commercial will be conducted sequentially using the criteria set out within the Evaluation Criteria by the GasMeth Evaluation Committee.

13.3.3 Clarification

During the 5 working days GasMeth Procurement department may reach out to bidders for specific clarifications from their Technical or Commercial proposals. These requests will be consistent and will not introduce new requirements or changes to the original ITT.

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13.4 Notification of Result

All bidders will be notified of the outcome of their submission by email.

Successful bidders will receive a formal Letter of Award, detailing the next steps and any additional requirements.

Unsuccessful bidders will be informed of the decision and provided with feedback on their submission, if requested.

Signed




Daniel Tookey
Logistic & Procurement Manager
On behalf of Project Director
Date: 23/08/2024