

UN HABITAT AFGHANISTAN

INVITATION TO BID (ITB)

ITB NO: UN/H/GDSP/KDR/KBL/2011/003

Project ID:D-201

Governance and Development Support Programme -kandahar

Title of Work: Supply of Ductile Iron Valves, pipe Adaptors, DI pipe Fittings and Manhole Covers for Kandahar Water Supply Scheme

January 2011



INVITATION TO BID

Contract Supply of Ductile Iron Valves, Pipe adaptors, DI Pipe Fittings & Manhole Covers Kandahar Water Supply Scheme
Announcement Date: January 24, 2011
Closing Date February 24, 2011
ITB UN/H/GDSP/KDR/KBL/2011/003

1. The Governance and Development Support Programme of UN HABITAT –Afghanistan hereby solicits your bid for the above subject, in accordance with this document and the annexes attached. Bids are required to be submitted to the United Nations Human Settlements Programme (UN-HABITAT) House # 431, Street 7, Taimani Area, District 4, Kabul Afghanistan, no later than **24.02.2011 at 14:00 HRS**
2. This Invitation to Bid (ITB) consists of this document and the following annexes:
 - Annex A: Bid Form
 - Annex B: Terms and Conditions to Bid, Declaration by bidder form
 - Annex C: Acknowledgement Letter
 - Annex D: General Conditions of Service Contract, Specifications
 - Annex E: United Nations General Guidelines and vendor information.
3. Bids must be submitted in the English language strictly using the attached Annex
4. (a). Your bid must be submitted in a sealed envelope/package clearly marked and addressed as follows:

United Nations Human Settlement Programme
Procurement Unit
House # 431, Street 7, Taimani Area, District 4, Kabul Afghanistan
ITB Number: UN/H/GDSP/KDR/KBL/2011/003
Attn to Ghows Amirian ghows.amirian@unhabitat-afg.org
Closing Date & Time: 24.02. 2011, 14:00 HRS

(b). Outer envelope/package of your bid must clearly indicate ITB number, name of the Project of UN HABITAT official indicated in paragraph 4.a and 6 of this ITB, date and closing time and name of your company so that the UN HABITAT can identify your bid at the time of receipt. Each bid for each ITB must be submitted in a separate envelope. Please do not combine different bids in the same envelope.

(c). It is the exclusive responsibility of the bidders to ensure that the sealed envelope/package containing the bid reaches the above address before the time and date indicated in paragraph 4.a. so that it is time stamped and acceptable for opening. Bids must be delivered to the designated address during the UN HABITAT working hours from 9:00 a.m. to 5:00 p.m. Monday through Friday except for the UN HABITAT holidays. Delivery to UN HABITAT office location will be at the

risk of bidders and will not constitute timely delivery. Written proof of receipt will not be given unless a Postal/Courier service receipt or other form of receipt is presented for UN HABITAT. *Bids received after the above mentioned opening time will be invalidated.*

(d). UN HABITAT Procurement Service strongly encourages you to deliver your bid by hand or via courier so that you can track delivery and ensure receipt by the UN HABITAT Procurement Service in time for the deadline specified in this ITB.

5. A public opening of bids will take place on **24.02 .2011 14:00 HRS** in the Bid Room of the Procurement Service. Companies submitting offers are welcome to send one (1) representative with proper authorization to observe the opening of bids received.

6. For queries on this ITB, please contact **Ghows Amirian**, Email: ghows.amirian@unhabitat-afg.org, Copy: **Nandana Ranatunga** Email: ranatunga@unhabitat-afg.org, Water supply consultant, UN HABITAT in writing by **17.02.2011**. Please notify the UN HABITAT immediately if any part of this ITB is missing and/or illegible. Bidders are reminded that this facsimile number may be used only to send queries and acknowledgement letter requested in paragraph 7 below. *Bids must NOT be sent to this facsimile number.*

7. You are kindly requested to return the attached Annex C — Acknowledgement Letter duly signed by an authorized representative to the UN HABITAT via e-mail advising whether or not your company intends to submit a bid prior to the designated closing date for receipt of bids. Please indicate the reason if you do not intend to submit a bid at this time. The UN HABITAT will review the registration status of companies which have failed to return the completed acknowledgement letter. Failure to return the completed acknowledgement letter may result in removal of your company from the roster of registered suppliers.

8. Bidders are requested to submit bids in compliance with the terms and conditions specified in Annex B - Instructions to Bidder attached to this ITB.

9. Bidder should submit 2 copies - one (01) original and one (01) copy.



Jan Turkstra
Country Representative, a.i
UN HABITAT Afghanistan