



INVITATION FOR EXPRESSION OF INTEREST

DESCRIPTION:

Provision of Engineering Services to UNDP ELECT Project Afghanistan

CLOSING DATE FOR SUBMISSION OF EOIs: 31 January 2011

Interested contractors are invited to submit expressions of interest to be short listed in relation to the upcoming Request for Proposal (RFP) for the Provision of Engineering Services.

1. Objective

UNDP ELECT Afghanistan seeks to identify and pre-qualify (short list) International Civil Engineering Contractors to carry out engineering services of various sizes and complexities, such as, but not limited to: office buildings, warehouses, road construction, water towers, security upgrades, renovation works in all 34 provinces of Afghanistan.

2. General Instructions and application documentation

UNDP ELECT Afghanistan invites potential contractors to express their interest for the above procurement. The expression of interest should specify **reference number UNDP/AFG/EOI 645/2010 - Provision of Engineering Services to UNDP ELECT Project Afghanistan** and shall be received **no later than 16:00hours Kabul local time on 31 January 2011**.

The Expression of Interest shall include the following documentation:

- a) Statement of interest in participating in the subsequent tender exercise (RFP) in case of being shortlisted.
- b) All documentation as follows:
 - i. A brief profile of the company including size, location, areas of expertise, years in business, service range proving the capacity to provide the required services. The contract must be reputable.
 - ii. A minimum of 3 contracts placed within the past five years proving relevant international experience in supplying required services, clearly indicating the type of services, contract amount, quantise and customers contact details if references are to be sought.

- iii. Quality assurance certifications held by your company
- iv. Audited financial statements for the last three (3) years (consolidated balance sheet, profit and loss and Cash Flow statements).
- v. Complete contact details of the person/s to which the bidding documents and further correspondence must be sent, including name, position, email address and phone number

Please note, submissions which are incomplete may not be considered.

UNDP will short list contractors based on the following criteria:

3. Evaluation and Eligibility

Description	Benchmark
Years in existence	minimum 5 years legally registered in the country of origin
Relevant past experience	minimum 5 years in Engineering Industry
Qualification of Engineers	minimum 5 years experience in the relevant field for qualified Engineers and technicians, provide CVs
Company structure and organization/equipment	Provide company profile with organigram, type of staff
Financial Status:	Provide last 3 years certified audit financial reports.
Legal Status:	Provide accreditation and registration/classification details with Ministry of Public Works in Nigeria.

4. Process

Once the submission date of the EOI has passed, UNDP will evaluate all submitted responses. UNDP reserves the right to undertake a physical capacity assessment of the contractors premises during the course of the pre-qualification, should it be deemed necessary.

On the basis of the EOI evaluation, qualified Contractors will be short-listed and invited to participate in future tenders for Engineering Services.

5. Closing date of submission and Contact Details

The EOI and any supplementary documentation must be received by UNDP no later than 1600 hours Kabul local time. Materials should be submitted by mail in a sealed envelopes to:

EOI - UNDP/AFG/EOI 645/2010 - Provision of Engineering Services to UNDP ELECT
 Project Afghanistan
 ATT: ELECT PROCUREMENT UNIT
 Sher Poor Street Close to Spinneys Supermarket
 And Ghaznafar Bank Wazir Akbar Khan Branch
 Kabul, Afghanistan

EOIs may also be submitted by email to procurement.elect@undp.org – **each email MUST NOT exceed 3MB in size.**

Please indicate **“EOI – Provision of Engineering Services”** on all correspondences.

It is requested that all communication with UNDP, including questions, is in writing and addressed by email to procurement.elect@undp.org . UNDP will seek to clarify all procedural questions.

6. Further information

This EOI does not constitute a solicitation. UNDP reserves the right to change or cancel this procurement process or any of its requirements at any time during the process; such actions by UNDP will either be posted publicly or directly communicated to all participants, as appropriate. Invitations to participate in Tenders and any subsequent contract will be issued in accordance with the rules and procedures of UNDP.