

**Expression of Interest for the Construction of Boreholes**

**Process: Prequalification of Contractors**

**REF: SL EOI 2022 001 Construction of Boreholes**

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| --- |
| **GOAL is completely against fraud, bribery and corruption**  **GOAL does not ask for money for bids. If approached for money or other favours, of if you have any suspicions of attempted fraud, bribery or corruption please report immediately to email** [**speakup@goal.ie**](mailto:speakup@goal.ie)  **Please provide as much detail as possible with any reports** |

# About GOAL

Established in 1977, GOAL is an international humanitarian and development agency committed to working with communities to achieve sustainable and innovative early response in crises and to assist them to build lasting solutions to mitigate poverty and vulnerability. GOAL has worked in over 60 countries and responded to almost every major humanitarian disaster. We are currently operational in 13 countries globally. For more information on GOAL and its operations please visit <https://www.goalglobal.org/>.

# Proposed Timelines

|  |  |  |
| --- | --- | --- |
| **Line** | **Item** | **Date** |
| 1 | EOI published | 9th August 2022 |
| 2 | Closing date for clarifications | 2nd September 2022 |
| 3 | Closing date and time for receipt of EOIs | 6th September 2022 @ 16:00 hours |
| 4 | EOI opening date and time | 7th September 2022 @ 11:00am |

# Overview of requirements

## Introduction

GOAL Sierra Leone invites prospective contractors to express their interest in the prequalification process for the construction of boreholes under restricted competition procedures over a three-year period.

This EOI is the first stage of a restricted competitive process. The EOI will be evaluated on the basis of the eligibility criteria detailed in Section 5 below. Shortlisted contractors will then be issued Invitation to Tender (ITT) documents and invited to submit offers during a specified period for the construction of boreholes requested on conditions set out in Annex 1. Supplier Code of Conduct and Annex 2. GOAL Terms & Conditions attached.

This EOI itself is NOT a Request for Quotation (RFQ) or an ITT. This is a business, financial, legal and technical assessment in order to create a restricted borehole contractors list and as such no financial offers are requested or should be submitted with your response.

## Work Specification

The scope of the work require contractors furnish only successful boreholes to the client. A successful borehole is defined as one conforming to all the requirements for the siting, drilling, pumping testing, yield and water quality requirements. The well delivers at least 720l/hr, has an aquifer recovery of at least 65% in one hour and passes the minimum acceptable potable water quality standards as defined by the Government of Sierra Leone (GOSL), and World Health Organization WHO standards. By this definition, bidders MUST include costs of replacement of unsuccessful boreholes (poor water quality and dry boreholes) in their Bill of Quantities ( BOQ).

Dry wells or wells with poor water quality according to GOSL standards will be replaced by the contractor at no further cost to GOAL. The drilling records for all unsuccessful wells must be provided to GOAL including for poor quality wells the water quality test certificates.

All the wells successfully drilled and tested will be installed with India mark 2 hand pumps with stainless steel pipes and rods. The depths of installation of hand pumps must be approved by GOAL.

## The service being offered must be in line with the following requirements

The detailed work plan based on the scope of works described stating components of the project very clearly with the durations to undertake them. The implementation teams of technical staff must be stated clearly with numbers of staff, qualifications and responsibilities on the component undertaken

Geophysical exploration must be done using appropriate methodology. The service provider must clearly state the equipment to be adopted for the exploration, the methodology to be used to carry out field work with the equipment, the method how the analysis will be done and reported. Factors of success/failure of getting water to be clearly stated using the equipment proposed. No matter the method of survey/equipment used, the service provider should report the Vertical Electrical Sounding Profiles and analysis with graphs and interpretations to justify the decision for the drilling at a selected point.

Drilling logs should be duly filled and submitted together with the borehole report. The aquifer layer soil properties required to be analysed and classified to inform quality of the gravel pack requirements.

Gravel pack proposed for the borehole should comply with the particle size distribution which will prevent the aquifer particles to filter through into the well through the screen slots. Lab tests to confirm uniform grading for particle size greater than the UPVC Slots screen should be submitted together with the drilling logs. For practical reasons, the service provider is advised to have at their disposal standard sieves set which he can use to ensure the gravel pack is uniformly graded for this purpose which the GOAL Supervisor will verify before any gravel packing is done to the Borehole. The Service provider should propose the sieves suitable for this purpose accordingly. The gravel packing will help further to stabilize the formation and maintain well productivity and the gravel specific size distribution will prevent the passage of formation sand and other particles.

Well Vertical alignment (plumbness of the bore) is critical for successful wells and hence the service provider should ensure that all wells are vertically aligned with allowable maximum tolerance of 1 degree per 30m depth spread over the entire length of the borehole (EPA Standards). The Service provider should therefore report on this as well for wells drilled

The India Mark 2 pumps to be installed to operate without sounds which come due to improper installations. To avoid these specifications for India Mark 2 installations must be followed and GOAL Supervisor at site will follow this for inspection of the installation works. Special care to paid to spacers for centralizing the rods, use of recommended riser pipes made of stainless steel. This can be substituted for UPVC pipes on special recommendations based on the site water quality parameters

Maintenance Tool kit will consist of tool lists as per lists provided. Special attention to be made to the riser pipe lifting spanners and the pipe self-locking vice on the list.

# Terms of the Prequalification

## EOI Process

4.1.1 This competition is being conducted under GOALs EOI Procedure.

4.1.2 This process is funded by various donors and the EOI and any contracts or agreements that may arise from it are bound by the regulations of those donors.

## Clarifications and Query Handling

### GOAL has taken care to be as clear as possible in the language and terms it has used in compiling this EOI. Where any ambiguity or confusion arises from the meaning or interpretation of any word or term used in this document or any other document relating to this EOI, the meaning and interpretation attributed to that word or term by GOAL will be final. GOAL will not accept responsibility for any misunderstanding of this document or any others relating to this EOI.

### Requests for additional information or clarifications can be made up the deadline noted in section 2 above, and no later. Any queries about this EOI should be addressed in writing to GOAL via email at [procurementfreetown@sl.goal.ie](mailto:procurementfreetown@sl.goal.ie) with the reference **SL EOI 2022 001 Construction of Boreholes Clarifications** in the email subject line and answers shall be collated[[1]](#footnote-2) and published online at <https://www.goalglobal.org/tenders> in a timely manner.t

## Conditions of EOI Submission

### EOIs must be completed in English.

### Contractors must respond to all requirements set out in this EOI and complete all required sections and documents in the Response Format.

### Failure to submit EOIs in the required format will, in almost all circumstances, result in the rejection of the EOI and contractor disqualification. Failure to resubmit correctly formatted documents within 3 (three) working days of such a request will result in disqualification.

### Contractors must disclose all relevant information to ensure that all EOIs are fairly and legally evaluated. Additionally, contractors must provide details of any implications they know or believe their response will have on the successful operation of the contract or on the normal day-to-day operations with GOAL. Any attempt to withhold any information that the contractor knows to be relevant or to mislead GOAL and/or its evaluation team in any way will result in the disqualification of the EOI.

### Any conflicts of interest (including any family relations to GOAL staff) involving a contractor must be fully disclosed to GOAL particularly where there is a conflict of interest in relation to any recommendations or proposals put forward by the contractor.

### GOAL will not be liable in respect of any costs incurred by respondents in the preparation and submission of EOIs or any associated work effort.

### GOAL will conduct this EOI, including the evaluation of responses in accordance with the detail set out at in the Evaluation process. EOIs will be opened by at least three designated officers of GOAL.

### GOAL is not bound to accept any EOI submitted.

### GOAL reserves the right to refuse any subcontractor that is proposed by the contractor.

### Information supplied by respondents will be treated as contractually binding. However, GOAL reserves the right to seek clarification or verification of any such information.

### GOAL reserves the right to terminate this process at any stage.

### This document is not construed in any way as an offer to contract.

### GOAL and all contracted contractors must act in all its procurement and other activities in full compliance with donor requirements. Any contract(s) that arise from this EOI may be financed by multiple donors and those donors and/or their agents have rights of access to GOAL and/or any of its suppliers or contractors for audit purposes. These donors may also have additional regulations that it is not practical to list here. Submission of an offer under this EOI assumes Service Provider acceptance of these conditions.

### **Terrorism and Sanctions:** GOAL does not engage in transactions with any terrorist group or individual or entity involved with or associated with terrorism or individuals or entities that have active exclusion orders and/or sanctions against them. GOAL shall therefore not knowingly purchase supplies or services from companies that are associated in any way with terrorism and/or are the subject of any relevant international exclusion orders and/or sanctions. If you submit a bid based on this request, it shall constitute a guarantee that neither your company nor any affiliate or a subsidiary controlled by your company are associated with any known terrorist group or is/are the subject of any relevant international exclusion order and/or sanctions. A contract clause confirming this may be included in an eventual purchase order based on this request.

## Quality Control

3rd party companies may be contracted by GOAL to carry out random quality inspections of work carried out by the contracted party. The cost of the quality control inspections will be covered by GOAL.

In cases of supplier’s quality default, in addition to Liquidated Damages of GOAL Standard Terms and Conditions, the costs of the quality inspections and loading surveyor will be charged to the Service Provider.

Sub-contracting: note section II in GOAL Standard Terms and Conditions[[2]](#footnote-3). GOAL may choose to visit vendors, including sub-contractors (if any) as per of the evaluation process. .

## Submission of EOIS

EOIs must be delivered in one of the following two ways:

1. Electronically to [tenderSL@sl.goal.ie](mailto:tenderSL@sl.goal.ie) and in the subject field state:
   1. ***SL EOI 2022 001 Construction of Boreholes***
   2. ***Name of your firm with the title of the attachment***
   3. ***Number of emails that are sent e.g. 1 of 3, 2 of 3, 3 of 3.***

**All documents attached to emails must be in PDF or scan form. Any excel or word documents must be accompanied by a PDF or scan version of the document. Documents submitted solely in excel, word or other ‘soft copy’ format shall lead to the bid being rejected.**

1. If electronic bid submission is not possible, please submit in a sealed envelope marked ***SL EOI 2022 001*** with the words ‘*not be opened before the deadline 6th September 2022 @ 16:00 hours by the EOI committee* to the Private Tender Box c/o ***GOAL Sierra Leone Head Office, 6 The Maze, Off King Street Freetown, Sierra Leone.***

Envelopes may be sent through postal or courier services or delivered by hand; and will be accepted during normal working hours for the country of submission. Please note that the GOAL office will not be open during weekends or public holidays.

1. **Proof of sending is not proof of reception, either electronically or with post/courier/other physical service. Late delivery will result in your bid being rejected. Envelopes found open at the tender opening will be rejected. All information provided must be perfectly legible.**

# Evaluation Process

## Evaluation stages

Tenderers will be considered for participation in the Contract subject to the following qualification process:

|  |  |  |
| --- | --- | --- |
| **Phase #** | **Evaluation Process Stage** | |
| *The first phase of evaluation of the responses will determine whether the EOIs have been submitted in line with the administrative instructions.* | | |
| 1 | **Administrative instructions** | 1. **Closing Date:**   EOIs must have met the deadline stated in section 2 of this EOI, or such revised deadline as may be notified to contractors by GOAL. Contractors must note that GOAL is prohibited from accepting any documents after that deadline.   1. **Submission Method:**   EOIs must be delivered in the method specified in section 4.5 of this document. GOAL will not accept responsibility for EOIs delivered by any other method. Responses delivered in any other method may be rejected.   1. **Format and Structure of the Proposals:**   Proposals must conform to the Response Format laid out in section 6 of this EOI or such revised format and structure as may be notified to contractors by GOAL. **Failure to comply with the prescribed format and structure may result in your response being rejected at this stage.** |
| *The second stage of the evaluation will involve an assessment of the Contractor’s personal circumstances, financial standing, legal compliance & technical capacity to fulfil the obligations of future contracts* | | |
| **2** | **Commercial Criteria** | **1. Valid Business Registration Certificate**  **2. Updated Tax Clearance Certificate**  **3. Appendix 1. Company Details**  **4. Appendix 3. Self-Declaration of Finance & Tax**  **5. Financial Statements for the Financial Years 2018, 2019, 2020, and if available 2021, audited or certified by a public accountant** |
| **3** | **Legal Criteria** | **1. Compliance with Appendix 2. Declaration Re Personal & Legal Circumstances**  **2. Valid drilling permit for Sierra Leone. If valid drilling permit is not available, proof of payment for renewal of drilling license and a letter from the Water Resources Agency are required.** |
| **4** | **Technical Criteria** | **1**. **Equipment & Machinery for:**   1. **Geophysical survey,** 2. **Drilling** 3. **Construction**   **3. Qualified Personnel (permanent) for Performing Geophysical surveys, drilling & construction works. Copies of CVs shall be submitted. Minimum university degree qualified personnel requirements: one geophysical scientist/engineer and a civil engineering**  **4. Technical Experience: Appendix 4.2 Previous Contracts. Minimum four copies of contracts or contract completion certificates should be submitted and shall be relevant to borehole construction to prove the information in Appendix 4.2**  **6. Past performance: Appendix 4.1 References. References shall be relevant to borehole construction. Contractors are responsible to submit minimum four non-GOAL references** |
| *The third stage of the evaluation will involve site visits and due diligence checks* | | |
| **5** | **Due Diligence** | **1. ATSC checks**  **2. Site Visits** |

## EOI Evaluation

GOAL will convene an evaluation committee which may include members of the Finance, Logistics, Programmes, Donor Compliance and Internal Audit, as well as 3rd Party technical input.

During the evaluation period clarifications may be sought by e-mail from contractors. Clarifications may include testimonials from customers in support of particular aspects of the EOI submitted, whether such aspects are contained in the original submission or in subsequent responses to requests for clarification. Deadlines will be imposed for the receipt of such clarifications and failure to meet these deadlines may result in the disqualification of the EOI or loss of marks. Responses to requests for clarification shall not materially change any of the elements of the proposals submitted. Unsolicited communications from contractors will not be entertained during the evaluation period.

# Response Format

## Introduction

All EOIs must conform to the response format laid out below. Where an EOI does not conform to the required format the contractor may be requested to resubmit it in the correct format, on the understanding that the resubmission cannot contain any material change from the original. Failure to resubmit in the correct format within 3 (three) working days may result in disqualification.

By responding to this EOI, each contractor is required to accept the terms and conditions of this EOI and to acknowledge and confirm their acceptance by returning a signed copy with its response. Should a contractor not comply with these requirements, GOAL may, at their sole discretion, reject the response.

If the Tenderer wishes to supplement their Response to any section of the EOI specifications with a reference to further supporting material, this reference must be clearly identified, including section and page number.

## Submission Checklist

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line** | **Item** | **How to submit** | | **Tick attached** |
| **Electronic submission** | **Physical submission** |  |
| 1 | This checklist | Ticked | Ticked |  |
| 2 | This EOI | Complete all sections, sign & stamp as indicated, scan and save in PDF as ‘EOI’ | Complete, sign, stamp and submit. |  |
| 3 | Annex 1. Supplier Code of Conduct | Review, sign, stamp, and save as ‘Annex 1. Supplier Code of Conduct’ | Complete, sign, stamp and submit. |  |
| 4 | Annex 2. GOAL Terms & Conditions | Review, sign, stamp, and save as ‘Annex 2. Terms & Conditions’ | Complete, sign, stamp and submit. |  |
| 5 | Valid Business Registration Certificate | Attach a copy of Valid Business Registration Certificate | Submit a copy of Valid Business Registration Certificate |  |
| 6 | Updated Tax Clearance Certificate | Attach copy of Updated Tax clearance certificate | Submit copy of Updated Tax Clearance Certificate |  |
| 7 | Copies of the last financial years’ 2018,2019,2020 and if available 2021 AUDITED financial accounts, including details of profit and loss and cash flow. These must be audited by an external independent party (either a company or an Independent Accountant) | Attach copies of audited accounts and save as ‘Financial Accounts’ | Submit copies of audited accounts. |  |
| 8 | Valid drilling permit for Sierra Leone and if not available proof of payment for renewal of drilling licence and letter from water resources agency | Attach copy of Valid drilling permit for Sierra Leone and if not available proof of payment for renewal of drilling licence and letter from water resources agency | Submit copy of Valid drilling permit for Sierra Leone and if not available proof of payment for renewal of drilling licence and letter from water resources agency |  |
| 9 | Ownership or lease agreements for any machinery and equipment | Attach copies of Ownership or lease agreements for any machinery and equipment | Submit copies of Ownership or lease agreements for any machinery and equipment |  |
| 10 | Personnel Qualifications. | Attach detail C.V.s of all permanent employees. | Attach C.V.s of all permanent and temporary employees and workers |  |
| 11 | References Appendix 4 (4.1) | Attach minimum four references | Submit minimum four references |  |
| 12 | Previous Contracts Appendix 4 (4.2) | Attach minimum four copies of previous contracts or contract completion certificates | Submit copies of previous contracts or contract completion certificates |  |
|  |  |  |  |  |

# Appendix 1 - Company details

# Contact Details

This section must include the following information regarding the Individual or Company and any partners or sub-contractors:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the prime Contractor |  | | |
| Registered address of the prime Contractor |  | | |
| Company Name |  | | |
| Address |  | | |
| Previous Name(s) if applicable |  | | |
| Registered Address if different from above |  | | |
| Registration Number |  | | |
| Telephone |  | | |
| E-mail address |  | | |
| Website address |  | | |
| Year Established |  | | |
| Legal Form. Tick the relevant box | o Company  o Partnership | | o Joint Venture  o Other (specify): |
| VAT/TVA/Tax Registration Number |  | | |
| Directors names and titles and any other key personnel |  | | |
| Please state name of any other persons/organisations (except contractor) who will benefit from this contract (GOAL compliance matter) |  | | |
| Parent company |  | | |
| Ownership |  | | |
| Do you have associated companies? Tick relevant box. If YES – provide details for each company in the form of additional table as per **Contact Details** | oYes oNo | | |
|  | **Primary Contact** | **Secondary Contact** | |
| Name |  |  | |
| Current Position in the Organisation: |  |  | |
| No. of years working with the Organisation: |  |  | |
| Email address |  |  | |
| Telephone |  |  | |
| Mobile |  |  | |
| Other Relevant Skills: |  |  | |
| Institution (Date from – to) |  |  | |
| Degrees or Diplomas |  |  | |

## Professional or Corporate Memberships

These are with external professional bodies that your company is registered with (please note this is not the company/ business registration details). Please attach copies of any relevant certificates or memberships and use more lines if necessary:

|  |  |  |  |
| --- | --- | --- | --- |
| No | Name of the body | Year of registration | Membership Number |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

## Profile

Contractors should note that the information requested below will be required under the Evaluation process stage. In total the answers to these questions should take no more than 2 pages

|  |  |
| --- | --- |
| **No** | **Description** |
| 1 | An outline of the scope of business activities, and in particular details of relevant experience |
| **Response:** |
| 2 | The number of years the Contractor has been in business in its present form |
| **Response:** |

# Appendix 2 - Declaration re Personal and Legal circumstances

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| THIS FORM MUST BE COMPLETED AND SIGNED BY A DULY AUTHORISED OFFICER OF THE Contractors’ ORGANISATION. Please tick Yes or No as appropriate to the following statements relating to the current status of your organisation | | | Yes | No |
| 1 | The Contractor is bankrupt or is being wound up or its affairs are being administered by the court or has entered into an arrangement with creditors or has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations | |  |  |
| 2 | The Contractor is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations | |  |  |
| 3 | The Contractor, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata or been guilty of grave professional misconduct in the course of their business | |  |  |
| 4 | The Contractor has not fulfilled its obligations relating to the payment of taxes or social security contributions in Ireland or any other State in which the contractor is located | |  |  |
| 5 | The Contractor, a Director or Partner has been found guilty of fraud | |  |  |
| 6 | The Contractor, a Director or Partner has been found guilty of money laundering | |  |  |
| 7 | The Contractor, a Director or Partner has been found guilty of corruption | |  |  |
| 8 | The Contractor, a Director or Partner has been convicted of being a member of a criminal organisation | |  |  |
| 9 | The Contractor, a Director or Partner is under investigation, or has been sanctioned within the preceding three (3) years by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice. | |  |  |
| 10 | The Contractor has been guilty of serious misrepresentation in providing information to a public buying agency | |  |  |
| 11 | The Contractor has contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application | |  |  |
| 12 | The Contractor has colluded between themselves and other bidders (a bidding ring), and/or the Contractor has had improper contact or discussions with any member of GOAL staff and/or members of their family | |  |  |
| 13 | The Contractor is fully compliant with the minimum terms and conditions of the Employment Law and with all other relevant employment legislation, as well as all relevant Health & Safety Regulations in the countries of registration and operations | |  |  |
| 14 | The Contractor has procedures in place to ensure that subcontractors, if any are used for this contract, apply the same standards. | |  |  |
| 15 | Consistent with numerous United Nations Security Council resolutions including S/RES/1269 (1999), S/RES/1368 (2001) and S/RES/1373 (2001), GOAL is firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. It is the policy of GOAL to seek to ensure that none of its funds are used, directly or indirectly, to provide support to individuals or entities associated with terrorism. In accordance with this policy, **the Contractor undertakes to use all reasonable efforts to ensure that it does not provide support to individuals or entities associated with terrorism.** | |  |  |
| I certify that the information provided above is accurate and complete to the best of my knowledge and belief.  I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders. | | | | |
| Date | |  | | |
| Name | |  | | |
| Position | |  | | |
| Telephone number | |  | | |
| Signature and full name | |  | | |

# Appendix 3 - self-declaration of finance and tax

|  |  |
| --- | --- |
| **Turnover history** | |
| **Turnover figures entered into the table must be the total sales value before any deductions**  ‘Turnover of related products’ is for companies that provide items or services in multiple sectors. Please enter information on turnover of items or services that are similar in nature to the items or services requested under this EOI. | |
| **Trading year** | **Total Turnover (indicate currency)** |
| **2021 if available** |  |
| **2020** |  |
| **2019** |  |
| **2018** |  |
| Include a short narrative below to explain any trends year to year | |
|  | |
| 1. **GOAL operates within the law of the country of operation and within international legal requirements. GOAL expects all companies to fulfil their legal obligations, including meeting their tax liabilities and duties in accordance with the relevant tax legislation. Please comment below if you feel there are any matters you need to bring to GOAL’s attention.** | |
| *Please continue on a separate sheet if necessary.* | |

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.

Signed: (Director) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Appendix 4 – Technical Capacity

## 4.1 References (Minimum four non-goal references are required)

At least 4 (four) relevant references who may be contacted on a confidential basis to verify satisfactory execution of contracts must be supplied. These references may not be GOAL personnel or related to a GOAL contract. Respondents should supply this information for each of the references in the following format:

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 2 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 3 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |
| 4 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Provide any other details |  |

## 4.2 Previous Contracts (Minimum four non-GOAL contracts or contract completion certificates are required)

**Quality and Delivery**

Please provide details below of any similar contracts in chronological order starting with the most recent.

Attach copies of previous contracts (for confidentiality purposes you can remove all sensitive information)

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |
| 2 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |
| 3 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |
| 4 | Name |  |
| Organisation |  |
| Address |  |
| Phone |  |
| Email |  |
| Nature of works |  |
| Approximate value of contract |  |
| Delivery location |  |
| Contract duration (include in start and end date if possible) |  |
| Provide any other details |  |

## 4.3 Personnel (Permanent ) (Minimum a university qualified Geophysical engineer/scientist & a Civil Engineer)

|  |  |  |  |
| --- | --- | --- | --- |
| Management & Technical Personnel | | | |
| Fill in the full name of permanent employees and workers that will be involved in the construction of boreholes from the Geophysical stage to the completion of successful boreholes. You must submit separately their CVs | | | |
| Full Name | Position | Qualification (PhD., Meng, BEng, MSc, e.g.) | Years of experience |
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## 4.4 Subcontractors

|  |  |
| --- | --- |
| If the contractor proposes to use sub-contractors in the execution of the construction of boreholes, this section shall explain which work, if any, would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors. | |
| **Full Name of sub-contractor** | **Works to be subcontracted (if any)** |
|  |  |
|  |  |
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|  |  |
|  |  |
| Where the supplier proposes to use subcontractors or resellers/ distributors in the execution of the agreement this section should include details of the quality assurance mechanisms used by the supplier to monitor the activities of its subcontractors or resellers/ distributors. (Appendix 2. (14) | |
| **Response:** | |

## 4.5 Equipment & Machinery

|  |  |  |  |
| --- | --- | --- | --- |
| List any machinery and equipment your company owns or lease and that will be deployed to the geophysical surveying, drilling and construction of boreholes. Submit ownership documents or lease agreements. If the contractor currently do no own or lease any equipment or machinery ,should explain how shall his/her company shall meet service requirements. | | | |
| No. | Type | Ownership (tick X below if appropriate) | Lease (tick X below if appropriate) |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **If no equipment or machinery is currently owned or leased, please explain how shall your company meet service requirements** | | | |
| **Response:** | | | |

By including the above information, contractors confirm that they have consent from the data subject to share this information with GOAL for the purpose of providing a reference, to allow GOAL to analyse EOIs and that the data subject understands that the personal data may be shared internally within GOAL and externally if required by law and donor regulations; and may be stored for a period of up to 7 years.

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.

Signed: (Director) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Annex 1. Supplier Code of Conduct

# Annex 2. GOAL Terms & Conditions

1. [↑](#footnote-ref-2)
2. Confirm which version of Terms and Conditions you are using and edit accordingly [↑](#footnote-ref-3)