



**USAID Indonesia Urban Water Sanitation and Hygiene
Penyehatan Lingkungan Untuk Semua**

Request For Proposals (RFP)

No. REQ-NSR-20-0059

**Construction of Upgrading Septic Tank in Medan and Deli Serdang, North
Sumatera**

Issue Date: April 8, 2020

WARNING: Prospective Offerors who have received this document from a source other than the USAID -IUWASHPLUS Project, should immediately contact Procurement Jakarta and provide their name and mailing address in order that amendments to the RFP or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued and posted at www.iuwashplus.or.id "Offerors are encouraged to check this website periodically."

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Synopsis of the RFP

| | |
|---|--|
| RFP No. | REQ-NSR-20-0059 |
| Issue Date | April 7, 2020 |
| Title | Construction of Upgrading Septic Tank in Medan and Deli Serdang, North Sumatera |
| Issuing Office & Email/Physical Address for Submission of Proposals | IUWASH PLUS North Sumatera Regional Office Jl. Mojopahit No. 136A, Medan, Sumatera Utara Telp. +62 61 4577677 Email : IWPLProc_InboxLSIC@dai.com |
| Bidders Conference | April 13, 2020 – at 10.00 a.m. - finished Through skypecall Please confirm skype call ID at least 1 day before or at the latest April 9, 2020 to : IWPLProc_LSIC@dai.com |
| Deadline for Receipt of Questions | April 7 up to 17, 2020 to : IWPLProc_LSIC@dai.com |
| Deadline for Receipt of Proposals | April 24, 2020 (at the latest 17.00 p.m) to : Email : IWPLProc_InboxLSIC@dai.com |
| Point of Contact | IWPLProc_LSIC@dai.com |
| Anticipated Award Type | A Firm Fixed Price Purchase Order Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order and Bidders will not be reimbursed for any costs associated with the preparation of their quote. |
| Basis for Award | An award will be made based on the Trade Off Method. The award will be issued to the responsible and reasonable offeror who provides the best value to DAI and its client using a combination of technical and cost/price factors. |

Interested Offerors may obtain a full copy of the RFP which contains detailed instructions for preparation of the proposal. The RFP may be collected from the address and/or contact person above.

1. Introduction and Purpose

1.1 Purpose

DAI, the implementer of the "The USAID Indonesia Urban Water, Sanitation and Hygiene 'Penyehatan Lingkungan Untuk Semua' (IUWASH PLUS) program invites qualified offerors to submit proposals to supply and deliver **"Construction of Upgrading Septic Tank in Medan and Deli Serdang, North Sumatera"** in support of program implementation.

1.2 Issuing Office

The Issuing Office and Contact Person noted in the above synopsis is the sole point of contact at DAI for purposes of this RFP. Any prospective offeror who fails to register their interest with this office assumes complete responsibility in the event that they do not receive direct communications (amendments, answers to questions, etc.) prior to the closing date.

1.3 Type of Award Anticipated

DAI anticipates awarding a **Fixed Price Purchase Order**. This subcontract type is subject to change during the course of negotiations.

2. General Instructions to Offerors

2.1 General Instructions

"Offeror", "Subcontractor", and/or "Bidder" means a firm proposing the work under this RFP. "Offer" and/or "Proposal" means the package of documents the firm submits to propose the work.

Offerors wishing to respond to this RFP must submit proposals, in Bahasa Indonesia, in accordance with the following instructions. Offerors are required to review all instructions and specifications contained in this RFP. Failure to do so will be at the Offeror's risk. If the solicitation is amended, then all terms and conditions not modified in the amendment shall remain unchanged.

Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order. Offerors will not be reimbursed for any costs associated with the preparation or submission of their proposal. DAI shall in no case be responsible for liable for these costs.

Proposals are due no later than **April 21, 2020 (at the latest 17.00 p.m)**, to be submitted to **IWPLProc_InboxLSIC@dai.com** for softcopy by stated the RFP Number and Title of the Activity in the subject line. Late offers will be rejected except under extraordinary circumstances at DAI's discretion. All proposals submitted in softcopy shall be mentioned subject with the RFP Number.

The submission to DAI of a proposal in response to this RFP will constitute an offer and indicates the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. DAI reserves the right not to evaluate a non responsive or incomplete proposal.

2.2 Proposal Cover Letter

A cover letter shall be included with the proposal on the Offeror's letterhead with a duly authorized signature using Attachment B as a template for the format. The cover letter shall include the following items:

- The Offeror will certify a validity period of 60 days for the prices provided.
- Acknowledge the solicitation amendments received.

2.3 Questions regarding the RFP

Each Offeror is responsible for reading and complying with the terms and conditions of this RFP. Requests for clarification or additional information must be submitted in writing via email or in writing to the Issuing Office as specified in the Synopsis above. No questions will be answered by phone. Any verbal information received from a DAI or IUWASH PLUS employee or other entity shall not be considered as an official response to any question regarding this RFP.

Copies of questions and responses will be distributed in writing to all prospective bidders who are on record as having received this RFP after the submission date specified in the Synopsis above.

3. Instructions for the Preparation of Technical Proposals

Technical proposals shall be sealed in a separate envelope from cost/price proposals, and shall be clearly labeled as “VOLUME I: TECHNICAL PROPOSAL”.

Technical proposals shall include the following contents

1. Technical Approach - Description of the proposed services which meets or exceeds the stated technical specifications or scope of work. The proposal must show how the Offeror plans to complete the work and describe an approach that demonstrates the achievement of timely and acceptable performance of the work.
2. Management approach – Description of the Offeror’s staff assigned to the project. The proposal should describe how he / she have the necessary experience and capabilities to carry out the Technical Approach.
3. Past Performance –Provide a list of at least three (3) recent awards of similar scope and duration. The information shall be supplied as a table, and shall include the legal name and address of the organization for which services were performed, a description of work performed, the duration of the work and the value of the contract, description of any problems encountered and how it was resolved, and a current contact phone number of a responsible and knowledgeable representative of the organization. See Attachment F.

3.1 Services Specified

For this RFP, DAI is in need of the services described in Attachment A.

3.2 Technical Evaluation Criteria

Each proposal will be evaluated and scored against the evaluation criteria and evaluation sub-criteria, which are stated in the table below. Cost/Price proposals are not assigned points, but for overall evaluation purposes of this RFP, technical evaluation factors other than cost/price, when combined, are considered.

| Evaluation Criteria | Maximum Point |
|---|---------------|
| Methodology (proposed methodology, background, task to be conducted, and time schedule) | 30% |
| Qualification of personal proposed | 30% |
| Company Experience | 40% |

4. Instructions for the Preparation of Cost/Price Proposals

4.1 Cost/Price Proposals

Cost/Price proposals shall be sealed in a separate envelope from technical proposals, and shall be clearly labeled as "VOLUME II: COST/PRICE PROPOSAL".

Provided in Attachment C is a template for the Price Schedule, for individual-fixed price awards. For cost-reimbursable or time & material awards, the offeror shall provide a fully detailed budget. Offerors shall complete the template including as much detailed information as possible.

These services are not eligible for VAT exemption under the DAI prime contract. The Subcontractor is responsible for all applicable taxes and fees, as prescribed under the applicable laws for income, compensation, permits, licenses, and other taxes and fees due as required.

5. Basis of Award

5.1 Best Value Determination

DAI will review all proposals, and make an award based on the technical and cost evaluation criteria stated above, and select the offeror whose proposal provides the best value to DAI. DAI may also exclude an offer from consideration if it determines that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities required to perform the work required.

Evaluation points will not be awarded for cost. Cost will primarily be evaluated for realism and reasonableness. DAI may award to a higher priced offeror if a determination is made that the higher technical evaluation of that offeror merits the additional cost/price.

DAI may award to an Offeror without discussions. Therefore the initial offer **must contain the Offeror's best price and technical terms.**

5.2 Responsibility Determination

DAI will not enter into any type of agreement with an Offeror prior to ensuring the Offeror's responsibility. When assessing an Offeror's responsibility, the following factors are taken into consideration:

1. Provide evidence of the required individual licenses to operate in the host country.
2. Evidence of a DUNS number (explained below and instructions contained in Attachment D).
3. The source, origin and nationality of the services are not from a Prohibited Country (explained below).
4. Having adequate financial resources to finance and perform the work or deliver goods or the ability to obtain financial resources without receiving advance funds from DAI.
5. Ability to comply with required or proposed delivery or performance schedules.
6. Have a satisfactory past performance record.
7. Have a satisfactory record of integrity and business ethics.
8. Have the necessary experience, accounting and operational controls and technical skills.

9. Have the necessary production, construction and technical equipment and facilities if applicable.
10. Be qualified and eligible to perform work under applicable laws and regulations.

6. Anticipated post-award Deliverables

Upon award of a subcontract, the deliverables and deadlines detailed in below table will be submitted to DAI. The Offeror should detail proposed costs per deliverable in the Price Schedule. All of the deliverables must be submitted to and approved by DAI before payment will be processed.

| No | Deliverables/Outputs | Due Date | Payment |
|----|--|--------------------------------|---------------------------|
| 1 | Preliminary report, including implementation methodology, work plan, result of Re-measure DED, time line include S-Curve and Proof of payment of participation in the BPJS program for Work Accident Insurance and Death Insurance for workers | 2 weeks after contract signing | 10% |
| 2 | Report on the progress of upgrading septic tank construction (30%) | month 2 | 30% |
| 3 | Report on the progress of upgrading septic tank construction (60%) | month 4 | 25% |
| 4 | Report on the progress of upgrading septic tank construction (100%) and result of commissioning test. As-built drawings of each built location | month 6 | 25% |
| 5 | RETENTION (Payment after 1 month after completion of the work handover process for the maintenance period) | month 7 | 5th (final) payment (10%) |

7. Inspection & Acceptance

The designated DAI Project Manager will inspect from time to time the services being performed to determine whether the activities are being performed in a satisfactory manner, and that all equipment or supplies are of acceptable quality and standards. The subcontractor shall be responsible for any countermeasures or corrective action, within the scope of this RFP, which may be required by the DAI Chief of Party as a result of such inspection.

8. Compliance with Terms and Conditions

8.1 General Terms and Conditions

Offerors agree to comply with the general terms and conditions for an award resulting from this RFP. The selected Offeror shall comply with all Representations and Certifications of Compliance listed in Attachment G.

8.2 Source and Nationality

Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries.

Geographic Code 937: Goods and services from the United States, the cooperating country, and "Developing Countries" other than "Advanced Developing Countries: excluding prohibited countries. A list of the "Developing Countries" as well as "Advanced Developing Countries" can be found at:

<http://www.usaid.gov/policy/ads/300/310maa.pdf> and
<http://www.usaid.gov/policy/ads/300/310mab.pdf> respectively.

Geographic Code 935: Goods and services from any area or country including the cooperating country, but excluding Prohibited Countries.

Geographic Code 110: Goods and services from the United States, the independent states of the former Soviet Union, or a developing country, but excluding Prohibited Countries.

DAI must verify the source and nationality of goods and services and ensure (to the fullest extent possible) that DAI does not procure any goods or services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. OFAC sanctioned countries may be searched within the System for Award Management (SAM) at www.SAM.gov. The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. Goods may not transit through or be assembled in comprehensive sanctioned origin or nationality countries nor can the vendor be owned or controlled by a prohibited country. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI.

By submitting a proposal in response to this RFP, Offerors confirm that they are not violating the Source and Nationality requirements of the goods or services being offered and that the goods and services comply with the Geographic Code and the exclusions for prohibited countries outlined above.

8.3 Data Universal Numbering System (DUNS)

There is a **mandatory** requirement for your organization to provide a DUNS number to DAI. The Data Universal Numbering System is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a "DUNS number" to a single business entity. Without a DUNS number, DAI cannot deem an Offeror "responsible" to conduct business with and therefore, DAI will not enter into a subcontract/purchase order or monetary agreement with any organization. The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a DUNS number to DAI. Offerors who fail to provide a DUNS number will not receive an award and DAI will select an alternate Offeror.

All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$25,000 and above **are required** to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Offerors sign the self-certification statement if the Offeror claims exemption for this reason.

For those required to obtain a DUNS number, see Attachment D - Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors

For those not required to obtain a DUNS number, see Attachment E: Self Certification for Exemption from DUNS Requirement

9. Procurement Ethics

Neither payment nor preference shall be made by either the Offeror, or by any DAI staff, in an attempt to affect the results of the award. DAI treats all reports of possible fraud/abuse very seriously. Acts of fraud or corruption will not be tolerated, and DAI employees and/or subcontractors/grantees/vendors who engage in such activities will face serious consequences. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com. DAI ensures anonymity and an unbiased, serious review and treatment of the information provided. Such practice may result in the cancellation of the procurement and disqualification of the Offeror's participation in this, and future, procurements. Violators will be reported to USAID, and as a result, may be reported to the U.S. Department of Justice to be included in a Restricted Parties list, preventing them from participating in future U.S. Government business.

Offerors must provide full, accurate and complete information in response to this solicitation. The penalty for materially false responses is prescribed in Section 1001 of Title 18 of the United States Code.

In addition, DAI takes the payment of USAID funds to pay Terrorists, or groups supporting Terrorists, or other parties in exchange for protection very seriously. Should the Terrorist, groups or other parties attempt to extort/demand payment from your organization you are asked to immediately report the incident to DAI's Ethics and Compliance Anonymous Hotline at the contacts described in this clause.

By submitting an offeror, offerors certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted.

10. Attachments

10.1 Attachment A: Scope of Work for Services or Technical Specifications

Scope of Works Construction of Upgrading Septic Tank In Medan and Deli Serdang, North Sumatera

Background

The USAID Indonesia Urban Water, Sanitation and Hygiene, *Penyehatan Lingkungan Untuk Semua* The USAID Indonesia Urban Water, Sanitation and Hygiene, *Penyehatan Lingkungan Untuk Semua* (IUWASH PLUS) program is a five-and-a-half-year initiative designed to assist the Government of Indonesia (GOI) in increasing access to water supply and sanitation services as well as improving key hygiene behaviors among urban poor and vulnerable populations. USAID IUWASH PLUS works with governmental agencies, the private sector, NGOs, communities and others to achieve the following "high level" results:

1. An increase of 1,100,000 people in urban areas with access to improved water supply service quality, of which at least 500,000 are from the poorest 40% of the population (also referred to as the "Bottom 40%" or "B40"), vulnerable groups or Indonesia's eastern provinces; and
2. An increase of 500,000 people in urban areas with access to safely managed sanitation.

To ensure that improvements in access to WASH services are sustained, USAID IUWASH PLUS is guided by a development hypothesis that focuses on strengthening service delivery systems, so they can more effectively reach the poorest and most vulnerable segments of the population. In order to achieve this at scale, the program undertakes activities through four interrelated components, including: 1) improving household WASH services; 2) strengthening city WASH institutional performance; 3) strengthening the WASH financing environment; and 4) advancing national WASH advocacy, coordination and communication. In support of these components, USAID IUWASH PLUS also implements a Local Sustainability and Innovation Component (LSIC) that is designed to stimulate WASH innovations that strengthen community, private sector and government WASH service provision.

Activity Background

Existing conditions of onsite sanitation systems in all Indonesia in general is still poor, with most households using underground containers which are not waterproof septic tanks, resulting in substantial groundwater contamination. One of main reasons for this is the lack of understanding by people on the real condition of their "septic tank" and the resulting contamination. A sanitation survey conducted by IUWASH in 2015 in Medan (for 5,000 respondents), found that sludge from only 18% of households with (what they believe are proper) septic tank have ever been emptied. Extrapolated to the whole Medan it means that up to 500,000 families may have non-SNI septic tanks and are polluting the environment. The same situation can be found in other cities

In addition to the lack of awareness by the household owner, there is also little or no incentive for them to improve this (like promotion campaigns, regulations describing mandatory construction of proper / waterproof septic tanks) and also no experience by or example for PEMDA, local contractors, donors

and/or households to properly assess current condition of their tanks and then assess the possibility (and cost) to improve their existing septic tanks in comparison with just constructing a new one (for which there is often not enough space or budget).

This SOW is the 4th stage of all LSIC stages, where at the previous stages, Technical Service Provider of LSIC USAID IUWASH PLUS already selected 67 locations to upgrading existing septic tank, built new septic tank and built shared septic system including site plan of specific location, also agreement were made with households to be connected. USAID IUWASH PLUS has conducted a study through a grant activity by GES to determine the upgrading options for existing septic tanks and also the construction of shared septic tanks, GES also made design and tested construction as prototype in 10 locations, learned about construction method, timeline and real costing. The result of these lessons learned during construction of the prototypes are used as basis for this SOW.

Objectives

The Contractor will construct 13 unit upgrading existing septic tank, 25 unit new individual septic tank and 27 units Shared Septic System to serve 2 HH, 3 HH, 4 HH and 5 HH, for a total of 134 households served in selected area described below:

| No | Location | Household |
|----------|--|-----------|
| A | Upgrading Existing Septic Tank (13 locations) | |
| 1 | Tanjung Gusta – Medan | 8 |
| 2 | Jalan Selamat - Medan | 2 |
| 3 | Pematang Johar – Deli Serdang | 2 |
| 4 | Denai – Medan | 1 |
| B | New Individual Septic Tank (25 locations) | |
| 1 | Sei Mencirim – Deli Serdang | 9 |
| 2 | Tanjung Gusta – Medan | 5 |
| 3 | Denai – Medan | 2 |
| 4 | Jalan Selamat - Medan | 2 |
| 5 | Pematang Johar – Deli Serdang | 3 |
| 6 | Pekan Labuhan - Medan | 3 |
| 7 | Tandem Hilir | 1 |
| C | Shared Septic Tank 2 Household (6 locations) | |
| 1 | Siti Rejo III – Medan | 2 |
| 2 | Denai – Medan | 2 |
| 3 | Sei Mencirim – Deli Serdang | 2 |
| 4 | Pematang Johar – Deli Serdang | 2 |
| 5 | Tanjung Gusta – Medan | 2 |
| 6 | Tandem Hilir – Deli Serdang | 2 |
| D | Shared Septic Tank 3 Household (7 locations) | |
| 1 | Sei Mencirim – Deli Serdang (3 x 3) | 9 |
| 2 | Tanjung Gusta – Medan (3 x 3) | 9 |
| 3 | Siti Rejo III – Medan | 3 |
| E | Shared Septic Tank 4 Household (7 locations) | |

| | | |
|----------|---|------------|
| 1 | Tanjung Gusta – Medan (4 x 4) | 16 |
| 2 | Jalan Selamat – Medan (4 x 2) | 8 |
| 3 | Sei Mencirim – Deli Serdang | 4 |
| F | Shared Septic Tank 5 Household (7 locations) | |
| 1 | Tanjung Gusta – Medan (5 x 5) | 25 |
| 2 | Pematang Johar – Deli Serdang | 5 |
| 3 | Sei Mencirim – Deli Serdang | 5 |
| | Total | 134 |

Activities

Activities to be conducted by vendor to achieve the objectives can be summarized as follows :

- Re-measuring and checking the DED previously prepared by IUWASH PLUS for all 65 locations with 134 HH that will be used to upgrading septic tank existing, build new individual and shared septic tank
- Construction work of septic tanks in 65 locations in accordance with the finalized DED, including the 134 house connections, namely:
 - 13 units upgrading for existing septic tank,
 - 25 units new individual septic tank,
 - 6 units of the Joint Septic System share 2 HH,
 - 7 units of the Joint Septic System share 3 HH,
 - 7 units of the Joint Septic System share 4 HH and
 - 7 units of the Joint Septic System share 5 HH.
- Responsible for safe transportation and storage of all construction materials without disturbing the environment in which construction is carried out
- Responsible for all safety measures at each construction site, during the entire construction period.
- Must prepare all mitigation measures against the potential damage caused by construction such as risk of collapse at deep soil excavation.
- Responsible for repairs, including putting the construction area back in the original condition after the construction of shared septic tank and piping networks is completed.
- Updating report and notify IUWASH PLUS routinely about the progress and problems faced, including delays in construction due to unforeseen circumstances
- For the work of the House Connection (pipe installation) of 134 HC to the septic tank system required:
 - Use the required pipe as described in DED.
 - Install all piping and accessories from each septic tank to each designated houses.
 - Excavate the pipe trench, lay the pipe properly in term of slope, cover it properly, and return it back to its previous condition.
- Conduct a series of tests on the results of the execution of the work
 - Test of the durability of the construction new individual and shared septic tank
 - Test the water flow in installed pipe from closet to inlet, so that water flows from closet to septic tank smoothly
 - Test the water flow in septic tank from inlet to outlet of septic tank, so that septic tank is functional without leaking

- If from the results of the test there are conditions that are not yet in line with the expected results (especially possible leakages in the tank, piping or connections), the vendor must make the repairs
- Vendor should create as-build drawings from each built location

USAID IUWASH commitment:

To support the construction of the upgrading septic tanks, the IUWASH PLUS team has already conducted various activities, which is supporting this SoW as follows:

- Drawing and Budgeting for 65 locations and 134 households
- Training in O&M of users for each system.

Deliverables

- Construction of 13 unit upgrading existing septic tank, 25 unit built new individual septic tank and 27 units Shared Septic System to 2 HH, 3 HH, 4 HH and 5 HH completed
- Pipe installation for 134 House Connection completed
- Full documentation of all construction activities and commissioning test
- Final report of all activities
- Proof of payment of participation in the BPJS program for Work Accident Insurance and Death Insurance for workers in this project activities

Contribution to IUWASH PLUS Outcome

| OC | Indicator | Benchmark | Target |
|------|---|---|---|
| HR 2 | Number of people gaining access to safely managed sanitation services as a result of USG assistance | Number of household / people | 134 households / 670 people |
| C1a | The number of people from the bottom 40% by wealth gaining access to basic or shared sanitation services. | Number location of unit ST/household / people | 28 location of unit Septic tank system / 82 HH / 410 people |

Reporting & Payment Schedule

Reporting schedules relate to the payment of vendor bills to IUWASH PLUS, while the progress of activities / reporting can be seen in the following table

| No | Deliverables/Outputs | Due Date | Payment |
|----|--|--------------------------------|---------|
| 1 | Preliminary report, including implementation methodology, work plan, result of Re-measure DED, time line include S-Curve and Proof of payment of participation in the BPJS program for Work Accident Insurance and Death Insurance for workers | 2 weeks after contract signing | 10% |
| 2 | Report on the progress of upgrading septic tank construction (30%) | month 2 | 30% |

| No | Deliverables/Outputs | Due Date | Payment |
|----|--|----------|---------------------------|
| 3 | Report on the progress of upgrading septic tank construction (60%) | month 4 | 25% |
| 4 | Report on the progress of upgrading septic tank construction (100%) and result of commissioning test. As-built drawings of each built location | month 6 | 25% |
| 5 | RETENTION (Payment after 1 month after completion of the work handover process for the maintenance period) | month 7 | 5th (final) payment (10%) |

Posting & Reporting Relationships

The program will be managed by the North Sumatera Regional Team, in collaboration with the National Sanitation Team. The local implementer (vendor) shall always report to the North Sumatera Urban Sanitation Specialist and Technical Services Provider regarding all activities to be undertaken. USAID IUWASH PLUS provide one local Technical Service provider as supervisor on site in Medan and Deli Serdang, to check and discuss progress and problems with vendor.

Estimated Budget

The funding for the implementation of this activity will be provided by IUWASH PLUS from the LSIC fund to the selected local implementer (vendor). The estimated budget for this activity is IDR **750 million**. The budget covers all labor costs, management fee, construction of 13 unit upgrading septic tank existing, 25 unit built new individual septic tank and 27 units Shared Septic System to 2 HH, 3 HH, 4 HH and 5 HH, 134 house connections, effluent quality testing, laborers insurance, reporting and documentation.

Required Qualifications

IUWASH PLUS will seek a local implementer (vendor) to implement the above work of which must have the following qualification:

- Valid qualified business license issued by the government. .
- Basic Capability in physical construction works, at least equal to the tender value.
- Good performance and is not listed in blacklist by any Government office
- experience of at least 4 years in the construction field (demonstrated by attaching at least 3 different work experiences in this period)
- Must have capacity to operate minimum 3 teams work simultaneously, with each team consisting at minimum of Head of worker, worker(s) and helper(s)
- The personnel involved must be protected by insurance

The local implementer (vendor) shall propose the personnel/team compositions and qualifications based on the required tasks and deliverables stated in previous sections

Timeline of work plan

The construction estimate will start on June 2020 – December 2020

Selection of Local Implementer (vendor) and Evaluation Criteria.

The local implementer (vendor) will be selected based on Full & Open Competition. The potential local implementer (vendor) has to provide proposal which consist of Technical Proposal (background of the program, tasks to be conducted, methodology, time schedule), proposed personnel/team composition and associated CVs, and cost proposal. The Potential Local implementer (vendor) also has to provide and filling Environmental Review Form and Environmental Review Report (form provided by USAID IUWASH PLUS)

Proposed Mechanism

Proposed mechanism of the activity will be implemented through a Fixed-Price Subcontract.

10.2 Attachment B: Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: [Click here to enter text.](#)
Development Alternatives, Inc.

We, the undersigned, provide the attached proposal in accordance with **RFP-REQ-NSR-20-0059 - "Construction of Upgrading Septic Tank in Medan and Deli Serdang, North Sumatera"**, issued on April 7, 2020.

Our attached proposal is for the total price of <Sum in Words (\$0.00 Sum in Figures) >. We certify a validity period of [Click here to enter text.](#) days for the prices provided in the attached Price Schedule/Bill of Quantities. Our proposal shall be binding upon us subject to the modifications resulting from any discussions.

We understand that DAI is not bound to accept any proposal it receives.

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Address:
Telephone:
Email:

10.3 Attachment C: Price Schedule

| No | Deliverables/Outputs | Due Date | Payment |
|----|--|--------------------------------|---------------------------|
| 1 | Preliminary report, including implementation methodology, work plan, result of Re-measure DED, time line include S-Curve and Proof of payment of participation in the BPJS program for Work Accident Insurance and Death Insurance for workers | 2 weeks after contract signing | 10% |
| 2 | Report on the progress of upgrading septic tank construction (30%) | month 2 | 30% |
| 3 | Report on the progress of upgrading septic tank construction (60%) | month 4 | 25% |
| 4 | Report on the progress of upgrading septic tank construction (100%) and result of commissioning test. As-built drawings of each built location | month 6 | 25% |
| 5 | RETENTION (Payment after 1 month after completion of the work handover process for the maintenance period) | month 7 | 5th (final) payment (10%) |

Delivery Period: [Click here to enter text.](#)

10.4 Attachment D: Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors

10.5 Attachment E: Past Performance Form

Include projects that best illustrate your work experience relevant to this RFP, sorted by decreasing order of completion date.

Projects should have been undertaken in the past three years. Projects undertaken in the past six years may be taken into consideration at the discretion of the evaluation committee.

| # | Project Title | Description of Activities | Location Province/ District | Client Name/Tel No | Cost in US\$ | Start-End Dates | Complete d on schedule (Yes/No) | Completion Letter Received? (Yes/No) | Type of Agreement, Subcontract, Grant, PO (fixed price, cost reimbursable) |
|---|---------------|---------------------------|-----------------------------------|--------------------------|-----------------|--------------------|--|---|--|
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |

10.6 Attachment F: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.
7. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws..
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a proposal, offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

10.7 Attachment G: Proposal Checklist

Offeror: _____

Have you?

Submitted your proposal to DAI in a sealed envelope to the address (electronic or mailing) as specified in General Instructions above?

Does your proposal include the following?

- Signed Cover Letter (*use template in Attachment B*)
- Separate Technical and Cost proposals individually sealed and labeled as Volume I and Volume II respectfully.
- Proposal of the Product or Service that meets the technical requirements as per Attachment A
- Response to each of the evaluation criteria
- Documents use to determine Responsibility
- Evidence of a DUNS Number OR Self Certification for Exemption from DUNS Requirement
- Past Performance (*use template in Attachment E*)