

INVITATION TO TENDER

PROJECT	IMPACT
Task	Proposed-Construction of Raage Ugaas Technical Secondary School
Description	<p>The IMPACT Project aims to boost green skills in Somalia, focusing on renewable energy, circular economy, and sustainable agribusiness. It addresses the shortage of skilled workers in these sectors, crucial for Somalia's shift to a sustainable economy. By enhancing Technical and Vocational Education and Training (TVET) centres and strengthening public-private coordination, the Action aims to build a workforce that promotes green growth, equitable jobs, and climate resilience. It prioritizes marginalized groups, including women, youth, and rural communities, while expanding access to renewable energy, advancing the circular economy, and developing sustainable agri-food value chains.</p> <p>This ITT seeks to identify and engage a suitable contractor to undertake the construction of the technical school within the stipulated time limit.</p>
Project Location	Hamar Jajab District, Banadir Region, Mogadishu-Somalia GPS: Latitude: 2.034401; Longitude: 45.332057.
Invitation Start Date:	11 November 2025
Application Deadline	24 November 2025
Tender Documents	<p>Blank Tender BOQs and Design Documents MAY be downloaded through the following link:</p> <p style="text-align: center;">https://somalijobs.com/tenders</p>
Submission of Tenders	<p>Completed, Signed and Stamped tender bid documents should be scanned and saved in PDF format and sent by email to dedicated, controlled, & secure email address : Tenders@adrasom.org by close of day on 24th November 2025.</p> <p>The title of the email should be: "Construction of Raage Ugaas Technical Secondary School"</p> <p>All tender emails received after the close of business on 24th November 2025 will not be considered.</p> <p>IMPORTANT: Offers submitted in any other manner than that indicated above will not be considered.</p>

A. Bidding Instructions and Requirements

1. Bid Submission

- Each bidder may submit **only one bid**, either individually or as part of a joint venture. Multiple submissions will result in disqualification.

- Joint venture partners shall be **jointly and severally liable** for contract execution.
- All bids must be **typed or written in indelible ink**, signed by an authorized representative, and **initialled on all amended pages**.

2. Site Visit

- Bidders are **encouraged to visit the site** and its surroundings at their own risk and expense to gather necessary information for bid preparation.

3. Bid Preparation Costs

- All costs related to bid preparation and submission shall be borne by the bidder. ADRA will not be liable for any such expenses.

4. Clarifications and Addenda

- Requests for clarification must be submitted **in writing** at least **three (3) days before the bid submission deadline**.
- ADRA will respond to all bidders who obtained the documents, without disclosing the origin of the query.
- ADRA may issue **addenda** to modify the bidding documents prior to the deadline.

5. Amendments and Corrections

- Bids must not contain unauthorized alterations. Corrections made to comply with ADRA's instructions or to fix errors must be **initialled by the authorized signatory**.
- ADRA may **extend the submission deadline** via an official amendment. All terms will adjust accordingly.

6. Submission and Contact Details

- For queries regarding this Invitation to Tender (ITT), contact the **Logistics Manager** at:
 admin.procurement@adrasom.org
(Include the ITT number in the subject line. Do not send bids to this email address.)

7. Bid Opening

- Bids will be opened **without bidder representatives present** on or around:
 **26th November 2025 at 10:00 AM EAT**

8. Evaluation and Clarification

- ADRA may request **written clarifications** from bidders during evaluation. No changes to bid price or substance will be permitted, except to confirm correction of arithmetic errors.

9. Notification of Award

- The successful bidder will be notified via **registered letter** before the bid validity period expires.
The letter will state the **Contract Price** and serve as the official **Notification of Award**.

B. Technical Requirements and Evaluation.

The bids must satisfy the following conditions among the minimum criteria for evaluation accompanied by the following documentation:

1. Submit Certified and Valid Copy of
 - a. Business Registration Certificate/Trading License from the Ministry of Commerce.
 - b. Contractor License/Certificate from the Ministry of Public Works.
 - c. Tax Compliance Certificate from Ministry of Finance.

***Please combine these certificates into one file for submission.**

***Submission of Edited or Fake Copies of certificates will lead to disqualification.**

(These legal documents (Tax and Registration) earn no points in the evaluation and the supplier who has not submitted these documents will not appear in the evaluation.)
2. Provide signed copies of contracts as evidence from clients for previous similar size/magnitude construction of schools/learning institutions works assignments – (5 certified copies of contracts delivered within last 5 years).

***Ensure to submit only the relevant pages of the contract's copies.**

***Please combine these contracts into one file for submission.**

***Submission of Edited or Fake Copies of contracts will lead to disqualification.**

This criterion earns the bidder twenty-five (25) points – zero for non-submission).
3. Proof of financial capacity to finance similar magnitude of construction works undertaken in the last year (12 months certified copies of bank statements that show similar magnitude of transactions you are bidding for and demonstrate a sound transactions track record with minimum inflows and balances in the range of USD 60,000 – USD200,000 in deposits and credit.

***Submission of Edited or Fake Copies of Bank Statements will lead to disqualification.**

This criterion earns the bidder twenty (20) points for balances and deposits from in the range that totals to \$100,000 - \$200,000.
4. Technical Company Personnel (CVs of Project Manager and CV for Project and Site Engineers showing qualifications and more than 5 years' experience in construction projects. *(This criterion scores the bidder ten points – zero for non-submission).*
5. Project Work Plan for full completion. This criterion scores the bidder five points.
Bidders to compete on best and most realistic time to completion.
6. Bids shall remain valid for the period specified in the Bidding Data (90 Days). ADRA may request that the bidders extend the period of validity for a specified additional

period. The request and the bidders' responses shall be made via email. A Bidder may refuse the request in which case he may withdraw his bid without penalty. A Bidder agreeing to the request will not be required or permitted to otherwise modify the Bid.

The above criteria will be given a weight of 60% of overall evaluation score.

Finance Criteria Requirement and Evaluation:

***THE BOQ MUST BE SIGNED AND STAMPED ON ALL PAGES**

The financial proposal nearest to the costed/budgeted/QS/engineers BoQ will be awarded the maximum commercial criteria weighted score of 40%.

The reason for this criterion is that tenders that are too far below the engineers' BOQ estimate are likely to compromise on the quality expected, while those that are too far above the engineers' estimate (EE) would exceed the available budget for the works. The Financial Evaluation for the Desired Bid Price (DBP) will be based on the following Formula (from) which a percentage variance will be worked:

$$DBP = \frac{(Engineer's Estimate - Bid Price)}{Engineer's Estimate} (\%)$$

Consequently, the financial scoring will be as follows:

- Bid price of more than 10% variance below engineer's estimate, - 0 points.
- Bid price of more than 10% at variance above engineer's estimate, - 0 points.
- Bid price between 0% and 5% variance below engineer's estimate, will score a base of 35 points plus % variance below the EE (i.e. =35% + additional % saving to total a max of 40 points).
- Bid price of between 6% and 10% variance below engineer's estimate, will score a base of 30 points plus % variance below the EE (i.e. =30% + additional % saving to total a max of 35 points).
- Bid price between 0% and 5% variance above engineer's estimate, will score a base of 35 points minus % variance below the EE (i.e. =35% + additional % over the EE to total a max of 35 points).
- Bid price between 6% and 10% variance above engineer's estimate, will score a base of 30 points minus % variance above the EE (i.e. =30% + additional % over the EE to total = 30 points).

All Capability and Commercial Criteria will be weighted accordingly to reflect their importance. ***The Commercial Criteria will account for at least 40%. The Capability Criteria will account for up to 60% of the score.***

Further Information to bidders:

Currency of offer should be strictly in US Dollars

- ADRA does not undertake to pay by letter of credit (LOC) or in advance of work completion.
- ADRA reserves the right to accept or reject any offer before the award of a contract, or to cancel the bidding process and reject all offers at any time and is not bound to give reasons for its decisions. Canvassing or giving false information will lead to automatic disqualification.
- Incomplete offers or offers which do not comply with any of our tender conditions will not be considered.
- It is the Agency's policy to keep all tender values in confidence.

ADRA SOMALIA

