



WARDI Relief and Development Initiatives

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Terms of References/RFQ

Construction of 200 gender-segregated and disability-inclusive emergency latrines, comprising 100 latrines in Ceelbur District and 100 latrines in Burhaakaba District of Galmudug and South West States of Somalia

Procurement / Tendering Reference No: SOM/MIP/PG0066/2026/002

Timeline

No	Description	Date / Days
1	Publication / sending date of the call for tender	07/10/2026
2	Deadline for bids submission	17/10/2026
3	Date of bids opening	18/10/2026
4	Minimum validity period of the offers	60 days
5	Planned evaluation date of offers	18/10/2026
6	Notification of contract awarding / Conclusion of contract	19/10/2026
7	Tentative date for contract signing	Until 25/10/2026
8	Delivery of products or service	6 weeks after notification (5 th December 2026)

The contact person for this tender is:

Abdirahman Mohamud, Procurement and Logistics Coordinator, derow@wardi.org

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1. About WARDI and IOM

WARDI is a national non-governmental organization in Somalia with operational presence across six regions in South Central. Founded in 1993 and dully registered with the Federal Government of Somalia, WARDI's mission is to provide dignified support to people affected by crises to enable them lead a dignified and prosperous life. WARDI has offices in Mogadishu, with regional offices in South Central regions as well as a liaison office in Nairobi. WARDI specializes in responding to humanitarian emergencies, bridging the gap between crisis and resilience as well as long-term developmental projects with track record in implementing high-quality health and nutrition, food security and livelihood, education, protection and WASH interventions. Our programming has distinct attributes of applying bottom-up approach that puts the communities at the center of our programs.

The International Organization for Migration (IOM) is the leading intergovernmental organization in the field of migration and is part of the United Nations system. Established in 1951, IOM works with governments, UN agencies, civil society organizations, and local communities to promote humane and orderly migration, provide humanitarian assistance, and support sustainable development. IOM operates in more than 170 countries worldwide, delivering programs in emergency response, health, water, sanitation and hygiene (WASH), shelter, protection, livelihoods, and community stabilization

2. Background information

With funding from the United Nations Central Emergency Response Fund (CERF), IOM has partnered with WARDI Relief Organization (WARDI) to implement the Provision of Lifesaving WASH Services to Disaster-Affected People in Somalia (Ceel Buur and Buurhakaba). The project aims to improve access to safe water, sanitation facilities, hygiene promotion, and essential hygiene supplies for vulnerable communities affected by displacement, drought, and conflict. The intervention is expected to benefit 45,164 people (6,452 households) through the provision of emergency water services, sanitation facilities, hygiene promotion activities, and distribution of hygiene kits. The project commenced on 08 September 2026 and is scheduled to be completed by 07 January 2027.

3. Description of the goods/services/trade or construction work

Type: Construction work

As part of project implementation, WARDI is seeking to procure the construction of 200 gender-segregated and disability-inclusive emergency household latrines for disaster-affected households in Ceel-Buur District (100 latrines) and Burhakaba District (100 latrines) in Galmudug and South West State (SWS), Somalia. The latrines are intended to improve access to safe sanitation facilities, promote hygienic practices, and reduce the risk of waterborne and communicable diseases among vulnerable communities.

Each latrine shall be constructed in accordance with the approved technical drawings and specifications and shall include, but not be limited to, the following components (please check the annexes related to design and technical specifications):

- Superstructure measuring approximately 1.2m × 1.8m
- Disability-friendly access ramp
- Reinforced concrete floor slab with squat hole and footrests
- Ventilation pipe fitted with a mosquito-proof fly screen
- Corrugated iron sheet walling and roofing
- Lockable iron-sheet door
- Septic tank/pit structure as per approved design
- Handwashing facility adjacent to the latrine
- Adequate ventilation and drainage provisions

Latrine design incorporates accessibility features, including a concrete access ramp and spacious internal layout, to ensure use by people with disabilities and other vulnerable groups. The works shall be executed in accordance with the approved drawings and specifications.

Interested contractors with proven experience in the construction of sanitation facilities, WASH infrastructure, or similar civil works are invited to submit their bids in accordance with the requirements set out in this solicitation.

Alternative offers are not accepted.

a. (If applicable) Bill of quantity / description of the service

The Bill of Quantity in Lots is provided in Annex A. It includes a description of all the articles, as well as the unit and quantities demanded.

b. Technical requirements

The detailed technical specifications and scope of work are outlined in Annex C, together with the latrine layout drawings provided in Annex B.

c. Division into lots

The construction works are divided in lots as shows in the table below;

Lot	Description	Bidding Options
Lot 1	Construction of 100 gender-segregated and disability-inclusive emergency latrines in Ceelbur District of Galmudug State of Somalia.	Bidders may submit a bid for this lot.
Lot 2	Construction of 100 gender-segregated and disability-inclusive emergency latrines in Burhaakaba District of SWS State of Somalia.	Bidders may submit a bid for this lot
Lot 1 & 2	Construction of 200 gender-segregated and disability-inclusive emergency latrines, comprising 100 latrines in Ceelbur District and 100 latrines in Burhaakaba District of Galmudug and SWS States of Somalia.	Bidders may submit a combined bid for both lots.

4. Application process, formal and technical requirements

This procedure is a public tender procedure.

a. Instructions for the bidder

- All correspondence and documents related to the quotation procedure, contracts and reporting must be made in English.
- All bids must be submitted per sealed envelope at the following address:
WARDI Mogadishu office: Laami-yare road, Buulo Hubey, Wadajir district, Mogadishu
- Please send all further questions and inquiries to the following address procurement@wardi.org
To maintain equal treatment among the bidders, all questions and answers asked before the submission deadline will be transferred to all applicants.
- The price of the offer must be indicated in US Dollars
- Offers must include all taxes and transportation costs as well as any other fees that may be incurred.
- Contract performance by subcontractors is only permissible with the prior written consent of the client.

- The bidder can withdraw and change its offer at any time until the deadline for the sub-mission. All offers sent at the moment of the submission deadline are final and binding.
- Delivery locations; Ceelbur and Buurkhaba districts of Galmudug and SWS of Somalia.

b. Formal requirements

The bid must contain the following documents;

- **The Bill of Quantity (annex A)** which includes other costs such as applicable VAT, duly filled, signed and stamped by the authorized representative indicating the validity period of the offer, which shall be no less than the required bid validity period.
- **The Latrine drawing (Annex B)** (acknowledgement only), signed and stamped
- **The Technical Specifications (Annex C)** (acknowledgement only), signed and stamped
- **The work schedule (annex D)**, filled, signed and stamped
- The **Integrity, Compliance and Ethical Conduct declaration (annex E)**, signed and stamped
- **Company Organogram**
- **Signed and stamped list of projectes** the bidder has implemented in the past 10 years with other NGOs/INGOs/ UN agencies, the bidder should also provide the stamped and signed agreement for each item in the list.
- **CVs of key technical personnel**, including the Project Engineer, Site Engineer, and Foremen, demonstrating their qualifications and relevant experience.
- **Registration certificate** from the Federal Ministry of Public Works, or from the State Ministry of Public Works (Galmudug or South West States).

Bids must comply with requirements above.

According to legal stipulations, we must exclude at this stage of formal and technical review:

- **Offers received after the submission deadline**
- Offers where the changes made by the bidder are doubtful
- Offers without prices
- Offers that do not meet specifications outlined in this ToR

5. Bidder Eligibility

This tender addresses to the construction contractors in Somalia. Bidders must meet the following eligibility criteria to be considered for the award:

No	Description
1	Filled, signed and stamped annex A of Bill of Quantities on the company's letterhead
2	Signed and stamped annex B of layout of the latrines
3	signed and stamped annex C of technical specifications and SoW
2	Filled, signed and stamped annex D of work schedule
3	Filled, signed and stamped annex E of Integrity, compliance and Ethical Conduct Declaration
7	Company organogram
8	A signed and stamped list of projectes the bidder has implemented in the past 10 years with other NGOs/INGOs/ UN agencies, the bidder should also provide the stamped and signed agreement for each item in the list.
9	CVs of key technical personnel, including the Project Engineer, Site Engineer, and Foremen, demonstrating their qualifications and relevant experience.
10	Registration certificate from the Federal Ministry of Public Works or from the State Ministry of Public Works (Galmudug or South West State) (mandatory, rejection factor).

Under applicable law, bidders that do not meet these criteria must be excluded from the tendering process at this stage.

In addition, bidders must be excluded if the contracting authority/buyer becomes aware that a person whose conduct is attributable to the bidder's company has been convicted of a criminal offence by a court or if a fine has been imposed on the company for a criminal offence or if proceedings are currently pending.

6. Incomplete offers

The Evaluation Committee may request bidders to submit missing administrative or supporting documents within 48 hours. Such requests shall not allow any changes to the technical or financial proposal. Failure to provide the requested documents within the specified timeframe may result in bid rejection.

7. Evaluation and award criteria

The bids will be evaluated based on the following criteria:

No	Criteria	Description	Weight (%)	Scores
1	Contractor Experience	10 and above Projects implemented with other NGOs / INGOs similar projects (please provide us with a copy of the signed contracts)	20%	20%
		5-9 projects implemented with other NGOs/INGOs similar projects (please provide us with a copy of the signed contracts)	15%	
		1-4 projects implemented with other NGOs/INGOs similar projects (please provide us with a copy of the signed contracts)	5%	
		No previous experience in similar projects	Rejected	
2	Full compliance with the technical specifications and Scope of Works.	Fully compliance with the technical specifications	20%	20%
		Partially Compliant with the technical specifications.	10%	
		No Relevant to the technical specifications	Rejected	
3	Workplan (Annex D)	Realistic workplan	10%	10%
		Somehow realistic workplan	5%	
		Not realistic	0%	
5	Annex A (BoQs)	Financial offer	50%	50%

The successful bidder will be informed by written award notification. Through this notification, the contract is concluded and becomes legally effective.

8. Contracting conditions

a. The contract

The contract is included in the annex F. By submitting your offer, you agree to its terms. Divergent contractual conditions such as delivery periods, payment modalities, etc. are inadmissible and cause the exclusion of the bidder. The conclusion of the contract occurs at the award of the bid. The signing of the contract, done after the award of the tender, is only a mere formality.

b. Defects

In the event of delivery of defective or inadequate products or services, the bidder shall be obliged to replace them within a maximum of two weeks from the date of detection of the defect and the bidder shall be obliged to bear all costs of analysis and destruction of the defective products. The customer/organization, in turn, undertakes to report any defects to the contractor without delay after becoming aware of them.

c. Payment conditions

Payment will be made in US Dollars after fulfillment of the contractual obligations within 14 days after presentation of the invoice as per the contract, and after completion of all the agreed upon services.

Further information on the payment conditions can be found in the contract in the annex F.

d. Cancellation or modification of the procedure

Changes to deadlines or the ToRs, as well as a transfer back to a previous state of procedure, are possible at any time.

A cancellation, transfer back or modification to the procedure is possible at any time and may occur for example if:

- The bidding procedure has been unsuccessful, for example if no qualitatively or financially worthwhile quotations have been received or there has been no response at all,
- the economic or technical parameters of the project have been fundamentally altered,
- exceptional circumstances or force majeure render normal performance of the project impossible or all technically compliant quotations exceed the financial resources available,
- there have been irregularities in the procedure, in particular if these irregularities have prevented a fair competition
- modifications to the requirements would require an adjustment or cancellation of the tender procedure.

In the event of the procedure's cancellation, WARDI will notify the contractors. If the quotation procedure is cancelled before any bid has been opened, all data will be deleted.

In no circumstances is WARDI liable for damages, whatever their nature (in particular damages for loss of profits) due to the modification of the procedure or the cancellation of a bid, even if WARDI has been advised of the possibility of damages. The publication of a procurement notice does not commit WARDI to implement the program or project announced.

Annexes

- Annex A Bill of Quantity (Lot 1, 2 and both lots)
- Annex B Latrine Drawings Layout
- Annex C Technical Specifications and SoW
- Annex D Work Schedule
- Annex E Integrity, Compliance and Ethical Conduct Declaration