



SPREP

Secretariat of the Pacific Regional
Environment Programme

REQUEST FOR TENDERS

RFT: 2022/040
File: AP_3/28/2
Date: 20 June 2022
To: Interested suppliers and service providers
From: Mr Sunny Seuseu, A/Project Manager, Vanuatu CISRD Project

Subject: Request for tenders (RFT): Supply of REACH RS2 Equipment for the Climate Information Services for Resilient Development in Vanuatu (CISRD)

1. Background

- 1.1 The Secretariat of the Pacific Regional Environment Programme (SPREP) is an intergovernmental organisation charged with promoting cooperation among Pacific islands countries and territories to protect and improve their environment and ensure sustainable development.
- 1.2 SPREP approaches the environmental challenges faced by the Pacific guided by four simple Values. These values guide all aspects of our work:
 - We value the Environment
 - We value our People
 - We value high quality and targeted Service Delivery
 - We value Integrity
- 1.3 The Climate Information Services for Resilient Development in Vanuatu (CISRD) or *Vanuatu Klaemet Infomesen blong redy, adapt mo protekt* (Van-KIRAP) Project, is a four and a half year, full size Green Climate Fund project implemented through the Secretariat of the Pacific Environment Programme (SPREP). The Van-KIRAP Project is implemented in the Republic of Vanuatu and managed by the Vanuatu Meteorological and GeoHazards Department (VMGD) and SPREP Climate Change Resilience Programme (SPREP CCR), the Project Executing Agencies, in partnership with multiple partners in Vanuatu, Australia and South Korea.
- 1.4 The Van-KIRAP Project Objective (PO) is to “increase the ability of decision makers, development partners, communities and individuals across five target sectors (agriculture, fisheries, infrastructure, tourism and water) to plan for and respond to the long- and short-term impacts of climate variability and change”. The Project is responding to priorities identified in the Vanuatu Framework for Climate Services (2016) and the VMGD Strategic Development Plan 2014–2023, developed through a national consultation and design process.
- 1.5 For more information see: www.sprep.org.

2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from qualified and experienced suppliers to supply the equipment listed in Annex 1: Terms of Reference for the Vanuatu Climate Information Services for Resilient Development Project (Van-CISRDP).
- 2.2. The successful applicant will need to supply and deliver the equipment to the addresses specified in the Terms of Reference in Annex 1 by 30 September 2022.
- 2.3. Must be able to offer a competitive package including 3 years warranty and technical after sales support for the hardware.
- 2.4. Price should include all taxes and import duties as well as freight and handling fees from point of procurement to the assigned destination
- 2.5. The successful consultants must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct. https://www.sprep.org/attachments/Publications/Corporate_Documents/sprep-organisational-values-code-of-conduct.pdf. Including SPREP's policy on Child Protection, Environmental Social Safeguards, Fraud Prevention & Whistleblower Protection and Gender and Social Inclusion.
- 2.6. SPREP Standard Contract Terms and Conditions are non-negotiable.

3. Conditions: information for applicants

- 3.1 To be considered for this tender, interested consultants must meet the following conditions:
 - i. Provide proof of relevant experience in supplying similar equipment in the Pacific.
 - ii. Provide at least 3 referees relevant to this tender submission, including the most recent work completed.
 - iii. Offers would be valid for 90 days from the closing date of tenders.
 - iv. Complete the tender application form provided (please note you are required to complete in full all areas requested in the Form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will not be considered).
For the Technical and Financial proposals you may attach these separately.
- 3.2 Tenderers must declare any areas that may constitute conflict of interest related to this tender and sign the **Conflict of Interest form** provided.
- 3.3 Tenderer is deemed ineligible due to association with exclusion criteria, including bankruptcy, insolvency or winding up procedures, breach of obligations relating to the payment of taxes or social security contributions, fraudulent or negligent practice, violation of intellectual property rights, under a judgment by the court, grave professional misconduct including misrepresentation, corruption, participation in a criminal organisation, money laundering or terrorist financing, child labour and other trafficking in human beings, deficiency in capability in complying main obligations, creating a shell company, and being a shell company.
- 3.4 Tenderer must sign a declaration of **honour form** together with their application, certifying that they do not fall into any of the exclusion situations cited under 3.2 above and where applicable, that they have taken adequate measures to remedy the situation.

4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested applicant satisfies the conditions stated above and is capable of meeting the requirements as stipulated in the ToR. Documentation must also include supporting examples to address the evaluation criteria.
- 4.2. Tender documentation should be submitted in English and outline the interested consultant's complete proposal, comprising:
- a. **SPREP Tender Application form and conflict of interest form.** *(Please note you are required to complete in full all areas requested in the Form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will not be considered).*
For the Technical and Financial proposals you may attach these separately.
 - b. **Honour form.**
 - c. **Curriculum Vitae** of the proposed personnel to demonstrate that they have the requisite skills and experience to carry out this contract successfully
 - d. **Technical proposal:** The technical proposal should detail the methodology proposed for undertaking the activities outlined in the terms of reference, including a proposed implementation timeline.
 - e. **Financial proposal:** The financial proposal must be in United States Dollars (USD) and include the following:
 - i. 3 years warranty
 - ii. technical after sales support for the hardware
 - iii. all taxes and import duties as well as freight and handling fees from point of procurement to the assigned destination
- 4.3. Provide three referees relevant to this tender submission, including the most recent work completed.
- 4.4. Tenderers shall bear all costs associated with preparing and submitting a proposal, including cost relating to contract award; SPREP will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 4.5. The tenderer might be requested to provide additional information relating to their submitted proposal, if the Tender Evaluation Committee requests further information for the purposes of tender evaluation. SPREP may shortlist one or more Tenderers and seek further information from them.
- 4.6. The submitted tender proposal must be for the entirety of the Terms of Reference and not divided into portions which a potential tenderer/bidder can provide services for.
- 4.7. No tender proposal may be modified after the deadline for submission of proposals.
- 4.8. The proposal must remain valid for 90 days from date of submission.
- 4.9. Tenderers / bidders must insist on acknowledgement of receipt of tender / proposals / bids.

5. Tender Clarification

- 5.1 Any clarification questions from applicants must be submitted by email to procurement@sprep.org before 06 July 2022 and responses will be posted on the SPREP website www.sprep.org/tender by 08 July 2022.
- b. The only point of contact for all matters relating to the RFT and the RFT process is the SPREP Procurement Officer.

- c. SPREP will determine what, if any, response should be given to a Tenderer question. SPREP will circulate Tenderer questions and SPREP's response to those questions to all other Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>) without disclosing the source of the questions or revealing any confidential information of a Tenderer.
- d. Tenderers should identify in their question what, if any, information in the question the Tenderer considers is confidential.
- e. If a Tenderer believes they have found a discrepancy, error, ambiguity, inconsistency or omission in this RFT or any other information given or made available by SPREP, the Tenderer should promptly notify the Procurement Officer setting out the error in sufficient detail so that SPREP may take the corrective action, if any, it considers appropriate.

6. Evaluation criteria

6.1 SPREP will select a preferred Consultant on the basis of SPREP's evaluation of the extent to which the documentation demonstrates that the tenderer offers the best value for money, and that the tenderer satisfies the following criteria:

Detail	Weighting
i) Costs/Financials – direct and indirect benefits/costs over the whole procurement cycle including taxes, import duties, freight and handling fees (where applicable) from point of procurement to assigned destination;	30
ii) Products matching specifications of the order – including clear conditions and requirements for the warranty of the hardware and the software components ;	30
iii) Convenience and timeliness of the order;	20
iv) Performance history of the suppliers;	20
Total	100%

6.2 Financial Score

The following formula shall be used to calculate the financial score for ONLY the proposals which score 80% or more in the technical criteria:

$$\text{Financial Score} = a \times \frac{b}{c}$$

Where:

- a = maximum number of points allocated for the Financial Score
- b = Lowest bid amount
- c = Total bidding amount of the proposal

7. Variation or Termination of the Request for Tender

- 7.1 a. SPREP may amend, suspend or terminate the RFT process at any time.
- b. In the event that SPREP amends the RFT or the conditions of tender, it will inform potential Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>).

- c. Tenderers are responsible to regularly check the SPREP website Tenders page for any updates and downloading the relevant RFT documentation and addendum for the RFT if it is interested in providing a Tender Response.
- d. If SPREP determines that none of the Tenders submitted represents value for money, that it is otherwise in the public interest or SPREP's interest to do so, SPREP may terminate this RFT process at any time. In such cases SPREP will cancel the tender, issue a cancellation notice and inform unsuccessful bidders accordingly.

7. Deadline

8.1 The due date for submission of the tender is: 19 July 2022, midnight (Apia, Samoa local time).

8.2 Late submissions will be returned unopened to the sender.

8.3 Please send all tenders clearly marked 'RFT 2022/040: **Supply of REACH RS2 Equipment for the 'Climate Information Services for Resilient Development in Vanuatu' Project** to one of the following methods:

Mail: SPREP
Attention: Procurement Officer
PO Box 240
Apia, SAMOA

Email: tenders@sprep.org (MOST PREFERRED OPTION)

Fax: +685 20231

Person: Submit by hand in the tenders box at SPREP Reception,
Vailima, Samoa.

Note:

Submissions made to the incorrect portal will not be considered by SPREP. SPREP is made aware of the error in submission prior to the deadline, the applicant will be advised to resubmit their application to the correct portal. However, if SPREP is not made aware of the error in submission until after the deadline, then the application is considered late and will be returned unopened to the sender.

SPREP reserves the right to reject any or all tenders and the lowest or any tender will not necessarily be accepted, thereby incurring no liability to the affected tenderer/bidder, nor any obligation to inform the affected tenderers/bidders of the grounds for SPREP's action.

SPREP reserves the right to enter into negotiation with respect to one or more proposals prior to the award of a contract, split an award / awards and to consider localised award/awards between any proposers in any combination, as it may deem appropriate without prior written acceptance of the proposers.

A binding contract is in effect once signed by both SPREP and the successful tenderer. Any contractual discussion/work carried out/goods supplied prior to a contract being signed does not constitute a binding contract.

For any complaints regarding the Secretariat's tenders please refer to the Complaints section on the SPREP website
<http://www.sprep.org/accountability/complaints>.

Annex A – Terms of Reference

Background

1. This tender is for the supply of four (4) complete REACH RS2 RTK survey units. Installation is not required.

Scope of Work

2. The supplier is responsible for supplying four (4) complete units of the REACH RS2 RTK survey kits with the specified technical specifications outlined below.
3. The equipment is to be delivered to the Secretariat of the Pacific Regional Environment Programme (SPREP) Vanuatu Office, in Port Vila, VANUATU.
4. The vendor is responsible for ensuring that the hardware fulfils the specifications outlined in the Annex A Terms of Reference document.

Technical specifications – REACH RS2 Survey kit

Mechanical

Dimensions	126x126x142 mm
Weight	950 g
Operating t°	20...+65 °C
Ingress protection	IP67 (water and dust)

Electrical

Autonomy	16 hrs as 3.5G RTK rover, 22 hrs logging
Battery	LiFePO4 6400 mAh, 6.4 V
External power input	6–40 V
Charging	USB Type-C 5 V, 2 A
Certification	FCC, CE

Positioning

Static	H: 4 mm + 0.5 ppm V: 8 mm + 1 ppm
PPK	H: 5 mm + 0.5 ppm V: 10 mm + 1 ppm
RTK	H: 7 mm + 1 ppm V: 14 mm + 1 ppm
Convergence time	~5 s typically

Connectivity

LoRa radio	
Frequency range	868/915 MHz
Power	0.1 W
Distance	Up to 8 km
3.5G modem	
Regions	Global
Bands	Quad-band, 850/1900, 900/1800 MHz
SIM card	Nano-SIM
Wi-Fi	802.11b/g/n
Bluetooth	4.0/2.1 EDR
Ports	RS-232, USB Type-C

Data

Corrections	NTRIP, VRS, RTCM3
Position output	NMEA, LLH/XYZ
Data logging	RINEX with events with update rate up to 10 Hz
Internal storage	16 GB . 160+ days of logging at 1 Hz

GNSS

Signal tracked	GPS/QZSS L1C/A, L2C GLONASS L1OF, L2OF BeiDou B1I, B2I Galileo E1-B/C, E5b
Number of channels	184
Update rates	10 Hz GNSS
IMU	9DOF

Associated components (RTK Duo advance kit)

Triangl Wooden Tripod 1.67m
Triangl Tribrach with optical plummet
Triangl Rotating Tribrach adapter
Extension pole with Height level (32mm diameter)
Triangl Thumb release type bipod

The equipment is to be delivered by the supplier to the following address and received by the SPREP Vanuatu Office by **30 September 2022**.

Sunny Kamuta Seuseu
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 Cnr Pierre Lamy & Andre Ballande Street
 Port Vila
 Vanuatu

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