



# Request for Proposals (RfP)

## Title: Rehabilitation of low-output farmlands in Mafraq, Zarqa, and Irbid governorates

**IUCN - ROWA (Regional Office for West Asia) / Water and Climate Change Program**

**Issue Date: [29-10-2021]**

**Closing Date and Time, for receiving proposals from interested proposers:  
[On 10.11.2021 at 11:00 am]**

**IUCN Contact :**

IUCN (International Union for Conservation of Nature)  
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## PART 1 – INSTRUCTIONS TO PROPOSERS AND PROPOSAL CONDITIONS

### 1.1. About IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Headquartered in Switzerland, IUCN Secretariat comprises around 950 staff in more than 50 countries.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

[www.iucn.org](http://www.iucn.org)

<https://twitter.com/IUCN/>

### 1.2. Summary of the Requirement

IUCN invites you to submit a Proposal for rehabilitating of the low-output farmlands through improve irrigation efficiency and increase yield productivity. Under this tender, nineteen low-output farms have been targeted to start the rehabilitation work on them. The detailed Project Documents should include this RfP, BOQ, and Quotation Form QF.

### 1.3. The procurement process

The following key dates apply to this RfP:

<b>RfP Issue Date</b>	<b>29.10.2021</b>
<b>Closing date for questions and inquiries</b>	<b>04.11.2021, 11:00 am</b>
<b>RfP Closing Date and Time</b>	<b>10.11.2021, 11:00 am</b>
<b>Estimated Contract Award Date</b>	<b>24.11.2021</b>



#### **1.4. Conditions**

IUCN is not bound in any way to enter into any contractual or other arrangement with any Proposer as a result of issuing this RfP. IUCN is under no obligation to accept the lowest priced Proposal or any Proposal. IUCN reserves the right to terminate the procurement process at any time prior to contract award. By participating in this RfP, Proposers accept the conditions set out in this RfP.

IUCN requires Proposers to refrain from corrupt and fraudulent/prohibited practices in participating in this procurement. To this end, Proposers must sign the "[Proposer's Declaration](#)" and include it in their Proposal.

Proposers shall permit IUCN to inspect all accounts, records and other documents relating to the submission of the Proposal and contract performance (in case of an award), and to have them audited by auditors appointed by IUCN.

#### **1.5. Queries and questions during the RfP period**

Proposers are to direct any queries and questions regarding the RfP to the above IUCN Contact. No other IUCN personnel are to be contacted in relation to this RfP.

Proposers may submit their queries **no later than [04.11.2021 11:00 am]**.

As far as possible, IUCN will issue the responses to any questions, suitably anonymised, to all Proposers. If you consider the content of your question confidential, you must state this at the time the question is posed.

#### **1.6. Amendments to RfP documents**

IUCN may amend the RfP documents by issuing notices to that effect to all Proposers and may extend the RfP closing date and time if deemed appropriate.

#### **1.7. Proposal lodgement methods and requirements**

Proposers must submit their Proposal to IUCN **no later than [10.11.2021 at 11:00 am]** by email to both email addresses: ([Suha.taha@iucn.org](mailto:Suha.taha@iucn.org) , [Hakam.mandouri@iucn.org](mailto:Hakam.mandouri@iucn.org) ) The subject heading of the email shall be [RfP – [Rehabilitation of Low-Output farmlands] - [Proposer Name]]. The proposers must submit their proposal in two separate files (Technical, and Financial) proposals. The Electronic copies are to be submitted in PDF and native (e.g. MS Word, Excel) format. Proposers may submit multiple emails (suitably annotated – e.g. Email 1 of 3) if attached files are deemed too large to suit a single email transmission.

**IMPORTANT:** Submitted Financial Proposal must be password-protected so that they cannot be opened and read before the submission deadline. Please use the same password for all submitted documents. After the deadline has passed and **no later than [10.11.2021 at 2:00 pm]** please send the relevant password to the same email address as used for submitting your Proposal. This will ensure a secure bid submission and opening process. Please **DO NOT** email the password before the deadline for Proposal submission.

Proposals must be prepared in English and in the format stated in Part 3 of this RfP.

#### **1.8. Late and Incomplete Proposals**

Any Proposal received by IUCN later than the stipulated RfP closing date and time, and any Proposal that is incomplete, will not be considered. There will be no allowance made by IUCN for any delays in transmission of the Proposal from Proposer to IUCN.



### ***1.9. Withdrawals and Changes to the Proposal***

Proposals may be withdrawn or changed at any time prior to the RfP closing date and time by written notice to the IUCN contact. No changes or withdrawals will be accepted after the RfP closing date and time.

#### ***1.10. Validity of Proposals***

Proposals submitted in response to this RfP are to remain valid for a period of **45** calendar days from the RfP closing date.

#### ***1.11. Evaluation of Proposals***

The evaluation of Proposals shall be carried out exclusively with regards to the evaluation criteria and their relative weights specified in part 3 of this RfP.



## PART 2 – THE REQUIREMENT

### **Project overview (Smart DESERT):**

Drawing on over 15 years of experience in Jordan, deep contextual knowledge, and vast networks with local stakeholders, the International Union for Conservation of Nature (IUCN) has formed a consortium of partners with complementary expertise to address the range of challenges and opportunities facing vulnerable populations in the agricultural sector. Our team brings together proven leaders in agriculture, water, and livelihoods, and combines local innovations with international best practices to shape impactful initiatives that will boost and diversify incomes, improve work conditions, and address the complex vulnerabilities affecting Syrian refugees and the Jordanian host communities in which they reside.

This assignment is under the project titled “ Smart DESERT” (Smart Development of Eco-Friendly Solutions and Economic Regional Agricultural Techniques) which is funded by The French Development Agency (AFD). With an overarching goal of economic empowerment of Syrian refugees and vulnerable Jordanians in the agricultural sector, Smart Desert is designed to achieve two key objectives: (1) increased year-round income and (2) improved work conditions. Given the complex issues at stake, the IUCN consortium will maintain a dual focus on “hard” and “soft” activities combining technical and business/socioeconomic aspects. Hard activities will focus on technical support to farms, agro-processing facilities, and Home-Based Businesses (HBBs) through a holistic water-energy-food-health nexus approach that includes the use of non-traditional water resources to reduce freshwater use, renewable energy to reduce operational costs, and smart crop selection and processing to improve agricultural productivity, economic output, and regularity of income.

After the establishment of a Business Support Incubator (BSI) and comprehensive baseline assessments, the main project intervention will consist of three components: (a) on-farm technical support, (b) business support, and (c) support related to work conditions and labor rights. The first component involves technical assistance to project beneficiaries on farms, at agro-processing facilities, and through HBBs, with a focus on improved agricultural practices and productivity. The second component involves business support to increase the regularity of year-round income through management and entrepreneurship training, partnerships, and market linkages. Finally, the last cluster of activities revolves around labor rights, both directly through a focus on improving work conditions on farms and indirectly through trainings-of-trainers (ToTs) to agricultural cooperatives, outreach campaigns, and advocacy related to decent work standards. As such, the project intervention will focus on the northern highlands, specifically North-East Badia.

### **1. Scope of Work, Timeframe, and Objectives.**

#### **1.1 Objective:**

The main objective of this tender is increasing water efficiency and the yield productivity of the selected farmlands through implementing rehabilitation interventions in nineteen of the low-output farmlands located in Northeastern Badia. Where the rehabilitation interventions include but not limited to the following:

- 1- Replacement of deteriorated irrigation system components such as pipelines, emitters, plastic sheets, pumps, agricultural water ponds, fertigation units, etc.
- 2- Expansion of the cropping area through installation of new greenhouses, irrigation networks, etc.
- 3- Installation of the needed components for soilless agricultural systems (The substrate is volcanic tuff).
- 4- Installation of root sensing system.



## 1.2 Scope of Work and Key Tasks:

The geographical scope of this contract will be within Mafraq, Zarqa, and Irbid governorates in Jordan. Rehabilitation activities will cover entire farms at some cases, and certain parts in other cases. Generally, the targeted areas in all farms lie within a range of **5 – 150 Dunams**.

# The farms will be distributed within the geographic area of the targeted governorates as shown in the table below:

*Table 1: The list of the farms*

Farm no.	Governorate	Type of rehabilitation intervention
1	Mafraq	Greenhouses, soilless culture systems, and Irrigation systems
2		Greenhouses, soilless culture systems, and Irrigation systems
3		Greenhouses and Irrigation systems
4		Greenhouses and Irrigation systems
5		Greenhouses and Irrigation systems
6		Irrigation systems, agricultural water ponds
7		Greenhouses, irrigation systems, agricultural water ponds
8		Irrigation systems
9		Greenhouses and Irrigation systems
10		Irrigation systems
11		Greenhouses and Irrigation systems
12		Irrigation systems, greenhouses, and root sensing systems
13		Irrigation systems
14	Zarqa	Irrigation systems
15		Greenhouses and irrigation systems
16		Greenhouses and Irrigation systems
17	Irbid	Irrigation systems
18		Greenhouses and irrigation systems
19		Greenhouses



The following key tasks to be undertaken in order to implement the rehabilitation interventions of low-output farmlands within a defined workplan:

No.	Key Tasks	Description
1	Assigning the required technical staff	Under this contract the selected proposer must assign the following staff/ should match the qualification requirements: - Agriculture & Irrigation experts. - Energy expert.
2	Supplying and providing Materials	The selected proposer must supply all materials, equipment, goods, and technology that needed to construct the projects as specified in the specification section and BOQs under full supervision from the IUCN, considering the company should provide the IUCN with samples to get approval before supply.
3	Conducting rehabilitation activities	The selected proposer should execute the project according to BOQ, and specifications under full supervision from the IUCN.

### **1.3 Timeframe:**

The proposer should commit to accomplish implementing the rehabilitation interventions in not more than **40** calendar days and the detailed work plan must be developed accordingly. In order to complete the implementation with the defined timeframe, the work plan should contain implementing this tender by assigning Several Skilled equipped Teams considering the technical specialty. Noting that the teams should be working parallel to finalize the rehabilitation activities within the specified timeframe.

## **2. Deliverables and Reports**

### **2.1 Deliverables:**

Under this contract, the proposer must deliver the followings:

1. The selected proposer must handover nineteen rehabilitation interventions according to the tender documents (RFP, BOQ, lay outs, and Specifications). Handing over any site will take place once the systems are **installed and tested**.
2. The selected proposer must submit a compliance specifications sheet containing all items mentioned in the BOQs abide by the specifications for each item as stated in the specifications section. The compliance sheet must be approved by IUCN before starting the supply process.

### **2.2 Reporting:**

1. The selected proposer is requested to submit weekly progress reports to the IUCN showing the progress rate according to the approved work plan.
2. After the project completion, the proposer should draft and submit the Final report to IUCN containing implementation reports for each intervention, as-Built drawings, equipment catalogs & warranty, operation manuals, list of spare parts, the final version of all deliverables, stock inventory, data set ....etc.



### 3. Payment Schedule

The payments should be made to the company upon satisfactory completion of deliverables as follows:

No.	Payments	Amount	Requirement
1	<b>First Instalment</b>	<b>40%</b>	Upon contract signature. (Agreement Signing)
2	<b>Second Instalment</b>	<b>20%</b>	Upon providing all goods and materials as stated on the BOQs. And starting the implementation works.
3	<b>Third instalment</b>	<b>20%</b>	Upon handing over 10 farms (rehabilitation interventions should be installed, tested, operated, approved by IUCN).
4	<b>Final Instalment</b>	<b>20%</b>	- Upon handing over the remaining 9 farms (rehabilitation interventions should be installed, tested, operated, approved by IUCN) - All deliverables and report according to the section (2.Delevrabilies and Reports)

# The IUCN will not bear any expenses resulting from storage, transportation, repair, increase or decrease quantities, or any additional cost under any circumstances.

# the payments should be submitted by tax invoices.

### 4. Qualifications of the experts' staff

The implemented proposer's teams should have the followings qualifications and experiences as a minimum:

Occupation	Qualifications
Project manager (expert)	<ul style="list-style-type: none"> <li>• University degree in civil, environmental, or irrigation engineering, or relevant field (master\PhD degree is an advantage).</li> <li>• Proven expertise in-depth knowledge of the field of agriculture with work experience in a similar project.</li> <li>• A minimum of 10 years of experience in the area of irrigation.</li> <li>• Experience in the field of agricultural projects with work experience in at least one similar project.</li> <li>• Advanced knowledge of English and Arabic languages. Strong interpersonal skills and the ability to communicate with various stakeholders in politically sensitive situations with diplomacy and tact.</li> </ul>
Irrigation/Agriculture expert	<ul style="list-style-type: none"> <li>• University degree in irrigation engineering, agriculture, or any relevant field (master\PhD degree is an advantage).</li> <li>• A minimum of 10 years of experience in the agricultural sector.</li> <li>• Expertise in constructing, supervision and implementing of various agri-project that applied water saving measures and new agricultural practices such as hydroponics.</li> <li>• Expertise in implementing various smart irrigation systems (especially systems that utilize efficient water use such as drip irrigation, aquaponics, and hydroponics).</li> <li>• Advanced knowledge of English and Arabic languages.</li> </ul>
Energy expert	<ul style="list-style-type: none"> <li>• University degree in Electrical Engineering or relevant field (master\PhD is an advantage).</li> <li>• A minimum of 5 years' experience in the designing and implementation of energy systems.</li> <li>• Proven in-depth Knowledge of the field of the energy sector in Jordan.</li> </ul>





- Expertise in constructing, supervision and implementing various energy systems for agriculture and irrigation (including the usage of renewable energy for at least one project that adopts climate-smart agriculture such as hydroponic).
- Advanced knowledge of English and Arabic languages. Strong interpersonal skills and the ability to communicate with various stakeholders in politically sensitive situations with diplomacy and tact.

### PART 3 – THE EVALUATION MODEL

The proposers should pass through two stage of evaluation, the first stage is PQQ (Pre- Qualification questionnaires), who will pass through this stage will be Qualified and eligible to the second stage of evaluation which is the Competitive Bid Assessment (CBA) according to the following criteria, please notice that the evaluation will be based on a percentage of 20% Financial and 80% Technical.

		scoring method	weight
<b>Stage one : PQQ Pre-Qualification Questionnaires</b>			
<b>1. (PQQ)</b>			
Q1.1	Registered as company has specialty in the agriculture field implementation.	y/n	n/a
Q1.2	Average annual turnover for the last three years not less than 500K Euro.	y/n	n/a
Q1.3	Experience in working with international organizations.	y/n	n/a
Q1.4	10 years overall experience.	y/n	n/a
Q1.5	Declaration to provide all polyethylene materials that manufactured out of Virgin materials (must provide a certification from the manufacturer)	y/n	n/a
Q1.6	Declaration letter / according to the IUCN format	y/n	n/a
<b>Stage Two : Competitive Bid Assessment CBA</b>			
<b>2.CBA</b>			
2.1	Company Profile	Score 0-5	<b>10</b>
2.2	Understanding of the Project Context	Score 0-5	<b>10</b>
2.3	Proven track experience for implementing minimum two similar project in Jordan	Score 0-5	<b>10</b>
2.4	Detailed work plan within an identified time frame	Score 0-5	<b>30</b>
2.5	Compliance Specifications sheet	Score 0-5	<b>10</b>
2.6	Project Management of the Company ( Who, when, work steps )	Score 0-5	<b>10</b>
2.7	CVs of the Company staff (Irrigation, Agriculture, and energy engineers and experts)	Score 0-5	<b>20</b>
<b>TOTAL</b>			<b>100</b>

### PART 4 INFORMATION TO BE PROVIDED BY PROPOSERS

By participating in this RfP, Proposers are indicating their acceptance to be bound by the conditions set out in this RfP.

This Part details all the information Proposers are required to provide to IUCN. Submitted information will be used in the evaluation of Proposals. Proposers are discouraged from sending additional information, such as sales brochures, that are not specifically requested.



#### **4.1. Declaration**

Please read and sign the [Declaration](#) and include this in your proposal.

#### **4.2. Technical Proposal**

The proposers should submit their technical proposal containing but not limited to the following information and documents:

- **Registration certificate issued from the Ministry of Industry, Trade and Supply or any relevant institution, as company with a speciality in the agriculture field.**
- **The average annual turnover for the last three years.**
- **Declaration letter / according to the IUCN format.**
- **Full company profile containing but not limited to general information, work fields, the last and ongoing experiences, similar projects, and company history.**
- **Understanding of the project context.**
- **Detailed work plan within an identified time frame with not more than 40 calendar days.**
- **Compliance Specifications sheet**
- **CV of the Company staff (Agriculture, Irrigation, and energy experts)**

#### **4.3. Pricing information**

##### **Prices include all costs**

Submitted rates and prices are deemed to include all costs of supplying, installing, constructing, transportation, insurances, taxes, fees, expenses, liabilities, obligations, risk, and other things necessary for the performance of the Requirement. Any charge not stated in the Proposal as being additional, will not be allowed as a charge against any transaction under any resultant Contract.

##### Applicable Goods and Services Taxes

Proposal prices shall be inclusive of value-added tax, sales tax, and any other taxes or fees.

##### Currency of proposed rates and prices

Unless otherwise indicated, all rates and prices submitted by Proposers shall be **in [Euro]**,

Pricing Procedure: The bidders are requested to fill the yellow cells only (Unit Cost Euro) since the Quotation form\BOQs has been formatted to be able to complete the calculation of the total amount automatically.



#### Rates and Prices

Excel files attached (QF-BOQs) containing the Specification/description of the (goods, services, materials, or/and equipment), quantities, unit price, cumulative prices.

#### **4.4. Non-price commercial information**

This tender is addressed to the local registered companies in Jordan. Interested companies are requested to the financial and technical proposal according to the tender document to both emails ([Suha.Taha@iucn.org](mailto:Suha.Taha@iucn.org), [Hakam.mandouri@iucn.org](mailto:Hakam.mandouri@iucn.org) ) latest by **Tuesday 09-11-2021 11:00 am**.

### **PART 5 – PROPOSED CONTRACT**

**The proposed contract should be provided or the winner proposer only.**

### **PART 6 – DEFINITIONS**

For the purposes of this Request for Proposal (RfP) the following definitions apply:

Contract	Means any contract or other legal commitment that results from this Request for Proposals.
Contractor	Means the entity that forms a Contract with IUCN for provision of the Requirement.
Instructions	Means the instructions and conditions set out in Part 1 of this Request for Proposals.
IUCN	Means IUCN, International Union for Conservation of Nature and Natural Resources.
IUCN Contact	Means the person IUCN has nominated to be used exclusively for contact regarding this Request for Proposals and the Contract.
Proposal	Means a written offer submitted in response to this Request for Proposals.
Proposer	Means an entity that submits, or is invited to submit, a Proposal in response to this Request for Proposals.
Requirement	Means the supply to be made by the Contractor to IUCN in accordance with Part 2 of the RfP.
RfP	Request for Proposals