

**REQUEST FOR QUOTATION (RFQ)**

Date: 16 August 2013

Dear Sir/Madam,

**Subject:** Request for Quotation for works “Pilot construction of cattle mortuary in Barguzinsky district, Buryatia, The Russian Federation”

**Project:** 00078317, Integrated Natural Resource Management in the Baikal Basin Transboundary Ecosystem

**Case reference:** RFQ\_GPSO\_2013-064 (IWC-78317)

1. The United Nations Office for Project Services (hereinafter “UNOPS”) is pleased to invite you to submit a quotation for supply of the works described in Annex I to this Request for Quotation.
2. We would appreciate receiving your quotation on or before **26 August 2013 10:00 a.m. Irkutsk time** via e-mail [DmitriP@unops.org](mailto:DmitriP@unops.org) (it must not exceed 8MB) or fax **+7 3012 338030** to the attention of **Dmitry Popov**. Please specify above project and reference number on your quotation.
3. Any requests for clarification should be referred to:  
Contact Person: Dmitry Popov  
Office: UNOPS  
Address: Room: 13,  
8, Sakhyanovoy Str.,  
670047, Buryatia, The Russian Federation  
  
Telephone: +7 3012 415759  
Fax +7 3012 338030  
E-Mail: [DmitriP@unops.org](mailto:DmitriP@unops.org)
4. Your quotation shall include the following:
  - Brief approach and methodology as well as CV(s) of proposed staff/personnel in response to the Statement of works (see Annex I).
  - Fixed overall quotation in rubbles (see Annex II).
  - Completed Proposed project team (see Annex III)
  - Completed Previous Experience Form (see Annex IV)
  - Completed Bidder Insurance Information Form (Annex VIII)
5. UNOPS evaluates the quotations based on best value, i.e. best quality and cost-effectiveness of the proposed offers. The following aspects will be considered for the evaluation:
  - (a) Suitability of the approach and methodology including the firm’s technical capacity, experience and available resources to undertake the works
  - (b) Qualifications and suitability of the staff/ key personnel proposed for the assignment including their previous experience with same type of assignment
  - (c) Cost-effectiveness of price quotation

Please note that UNOPS is not bound to select any of the firms/institutions submitting quotations. Furthermore, since a contract will be awarded in respect of the quotation which is considered most responsive to the needs of the project concerned, due consideration being given to UNOPS's general principles, including economy and efficiency, UNOPS does not bind itself in any way to select the firm/institution offering the lowest price.

Price quotations shall remain valid for acceptance by UNOPS 90 Days from the deadline for submission.

6. UNOPS may request clarification or further information in writing from the bidders at any time during the process. The bidders' responses shall not contain any changes regarding the substance or price of the bid. UNOPS may use such information in interpreting and evaluating the relevant bid but is under no obligation to take it into account.
7. A contract may be awarded to the bidder having submitted the quotation representing the best value for UNOPS. However, UNOPS reserves the right to accept or reject any quotation, and to cancel the process and reject all quotations, at any time prior to the award of contract, without thereby incurring any liability to the Bidders or any obligation to inform the Bidders of the grounds for such action.
8. UNOPS reserves the right to make multiple arrangements for any item or items.
9. In the event of a Contract the conditions put forth in the UNOPS Minor Works Contract will apply (see Annex V). Bidders shall be willing to sign the Contract without departure, qualification, amendment, limitation or exclusion should they be selected as a result of this tender process.
10. **Supplier eligibility.** Suppliers shall not be eligible to submit an offer and to be awarded a contract when at the time of bid submission:
  - (a) Suppliers are already suspended by UNOPS, or,
  - (b) Supplier's names are mentioned in the UN 1267 list of Terrorists issued by the Security Council resolution 1267, which establishes a sanctions regime to cover individuals and entities associated with Al-Qaida and/or the Taliban, or,
  - (c) Suppliers are suspended by the UN Procurement Division (UN/PD), or,
  - (d) Suppliers have been declared ineligible by the World Bank.

Furthermore, as a condition of doing business with UNOPS it is necessary that suppliers, their subsidiaries, agents, intermediaries and principals cooperate with the Office of Internal Oversight Services (OIOS) of the United Nations, UNOPS Internal Audit and Investigations Group (IAIG) as well as with other investigations authorized by the Executive Director and with the UNOPS Ethics Officer (during preliminary reviews in line with UNOPS whistle blower policy) as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives, agents and assignees of the supplier; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNOPS to repudiate and terminate the contract, and to debar and remove the supplier from UNOPS's list of registered suppliers.

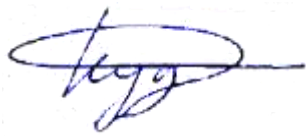
**11. Information regarding Bid Protest can be found at:**

<http://www.unops.org/english/whatwedo/services/procurement/Pages/Procurementpolicies.aspx>

12. UNOPS strongly encourages all Bidders to subscribe to the Tender Alert Service available on the United Nations Global Market Place ([www.ungm.org](http://www.ungm.org)). This will allow Bidders to be notified automatically of all UNOPS business opportunities for the products and services for which they have registered. Instructions on how to subscribe to the Tender Alert Service can be found in the UNGM Interactive Guide for Suppliers.

We look forward to receiving your quotation.

Yours sincerely,  
Sergey Kudelya  
Project Manager  
EMO/IWC  
UNOPS  
Room: 13,  
8, Sakhyanovoy Str.,  
670047, Buryatia, The Russian Federation  
Telephone: +7 3012 415759  
Fax +7 3012 338030  
E-Mail: [SergeyK@unops.org](mailto:SergeyK@unops.org)



## ANNEX I – STATEMENT OF WORKS

<b>Location :</b>	Ulan-Ude, The Russian Federation
<b>Language(s) Required :</b>	Russian
<b>Starting Date :</b>	01-Sep-2013
<b>Duration of Initial Contract :</b>	01-Sep-2013 – 15- Nov-2013
<b>Expected Duration of Assignment:</b>	10 weeks

There are significant risks to people's health caused by a threat of anthrax in Barguzinsky and Kurumkansky districts of the Republic of Buryatia. These districts are situated in the valley of the Barguzin River near Lake Baikal. Nineteen burial grounds for animal refuse located in their territory fail to meet veterinary and sanitary requirements. In June and July 2008, the loss of 65 head of cattle was registered in the districts. Eleven people were hospitalized, and eight of them were diagnosed as having anthrax. Current disposal practices in the districts create a real threat of penetration of polluted water into the Barguzin River and the spread of the disease downstream.

### **Development objective:**

The Project Management Unit has organized research for analyzing the current situation in these districts and developed a strategy of creation and maintaining (dead) livestock disposals for this region. Buryat State Academy of Agriculture named after V.Philippov won the competition for this study. Site inspections, jointly with local veterinary and sanitation experts, were made at all 19 animal refuse sites. Upgrading needs have been identified and evaluated during pre-feasibility studies.

Based on a provided report it is deemed necessary to construct one new pilot cattle mortuary in Barguzinsky district of the Republic of Buryatia, The Russian Federation.

### **Immediate objective(s) and specific deliverables:**

The works will be done as part of the Output 3.2. "Demonstration and strategy development for (dead) livestock disposal to cease periodic anthrax outbreaks". The works will accomplish the following tasks:

*The construction of a pilot cattle mortuary in Barguzinsky district of the Republic of Buryatia, The Russian Federation in accordance with all requirements and conditions stated in this document including the annexures*

### **Legal requirements:**

Set of regulations of the Russian Federation required for this works:

- Urban Development Code for the Russian Federation of 29.12.2004 № 190-FZ;
- Federal Law of 22 July 2008 №148-FZ "On Amendments to the Urban Development Code of the Russian Federation and Certain Legislative Acts of the Russian Federation"
- Order of the Ministry of Regional Development of the Russian Federation of 30.12.2009 №624 "On approval of the list of works on engineering surveys, preparation of project documentation for the construction, reconstruction, major repairs of capital construction projects that have an impact on the safety of capital construction";

- Animal health rules for collection, disposal and destruction of biological waste from 04.12.1995 N 13-7-2/469 (registered in the Ministry of Justice on 05.01.1996 N 1005)
- Federal Law of 30.03.1999 № 52-FZ "On Sanitary - Epidemiological Welfare"
- Building regulations RK1.02-01-2007 "Instruction on the development, coordination, approval, and the composition of design estimates for construction of buildings and structures"
- Sanitary rules SP3.1.089-96 Veterinary rules VP13.3.1320 96 "Prevention and control of communicable diseases common to man and animals"
- Federal Law of 23.11.2009 N 261-FZ (as amended on 27.07.2010) "On energy saving and energy efficiency and on Amendments to Certain Legislative Acts of the Russian Federation"

### **Description of Works:**

According to the land allocation certificate, the administration of the municipal unit "Barguzinsky district" was allocated a land plot for the construction of an animal burial site. The size of the sanitary protection zone is in compliance with the requirements of section 5.4 of the Veterinary and sanitary Regulations for gathering, disposal and waste destruction dated 4 December 1995 # 13-7-2/469.

For the construction of a biothermal pit (size: height 10 m, width 3 m, length 3 m) it is necessary to carry out the following types of installation and construction works (university-educated constructing engineer-supervisor will be on site during the works):

1. Stripping with a dozer six meters below the ground elevation, 10 m wide and 20 m long.
2. Digging of a pit with a power shovel 10.2 meters below the ground elevation, width and length 6 m.
3. Manual refinement of the ground, leveling with a gravelly bed of 20 cm.
4. Installation of an encasement 2 m high, concreting operations and further stage by stage concretion of the encasement in height.
5. For reinforcement of the walls a metallic carcass should be installed on the inside.
6. Waterproofing layer on the outside with bitumen and asphalt felt (2 layers).
7. Construction of a double layer ceiling with thermal insulation.
8. Installation of a hole: 30 by 30 cm for disposal of pieces of biological waste and a hole for an air-shaft 25 by 25 cm. The air-shaft is affixed to the ceiling and roof-sheathing by support fixings on self-driving screws.
9. An adjoined hatch should be installed with padlock on the vent hole
10. Installation of a concrete pavement on the upper part of the pit.
11. Installation of a shed 6 by 4 m with single-pitched roof made from corrugated sheet metal panels. Under it a dissection table should be installed 1 x 2.5 m covered with a zinc-coated steel sheet.
12. Installation of an organized draining on the roof for precipitation with dump chutes on columns on a distance of 6 m.
13. Installation of a drain from the roof draining to the perimeter trench.
14. Construction of blind fencing 2 m high with the installation of entrance gates.
15. Construction of a ground bulwark from the ground from the perimeter trench.
16. Construction of an overpass across the trench.
17. Construction of storage for gear 3 x 4 m.

The entrance gates, biothermal pit hatch and gear storage should be locked.

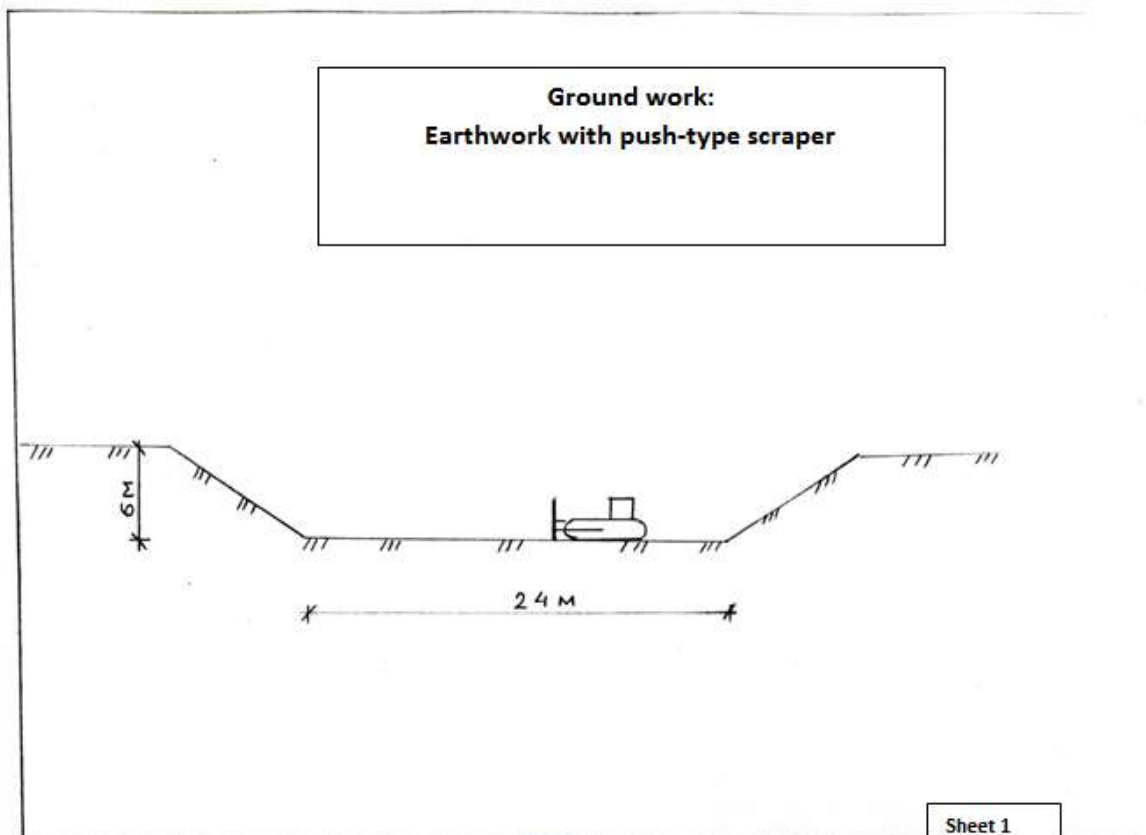
All construction stages should be in compliance with the Veterinary and Sanitary Regulations for gathering, disposal and waste destruction dated 4 December 1995 # 13-7-2/469 (Annex VII – Requirements for architectural and construction) and in the agreed place (Annex VI – map of agreed place for construction works). The Lake Baikal project, veterinary and sanitary municipal/state bodies, other relevant public institutions will control the construction process and will inspect the finished work.

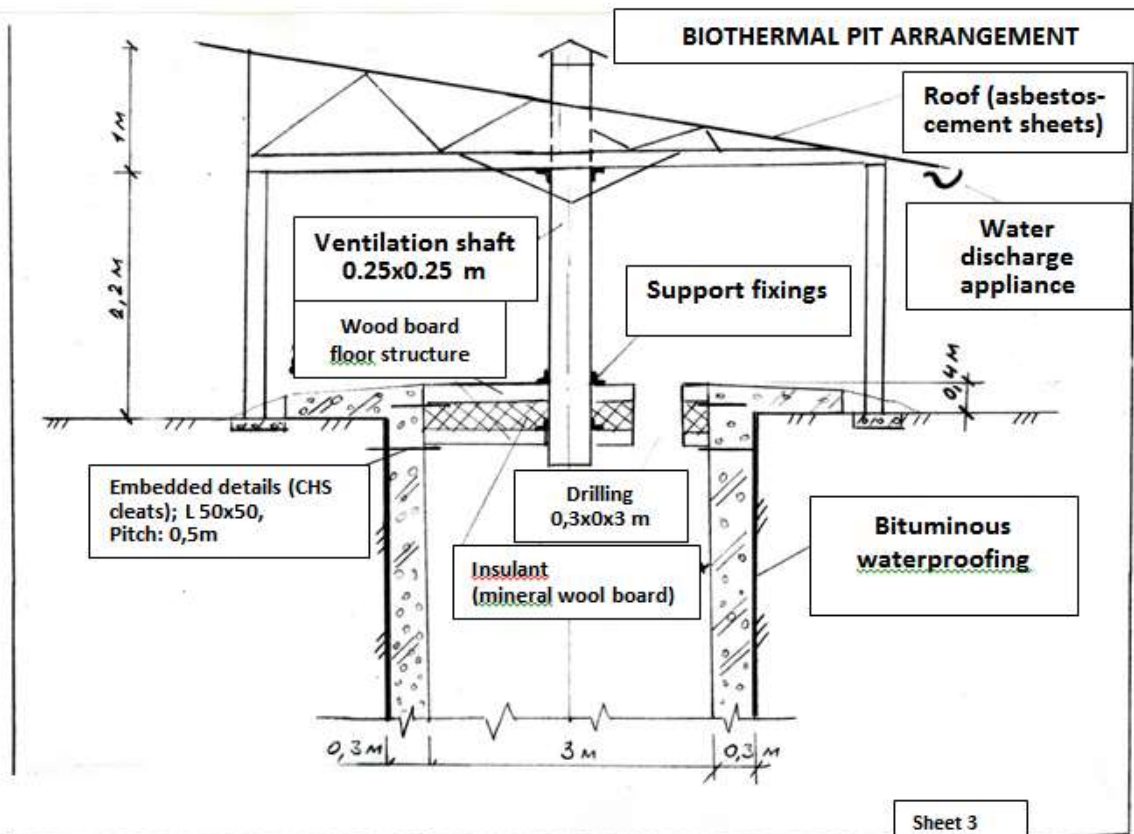
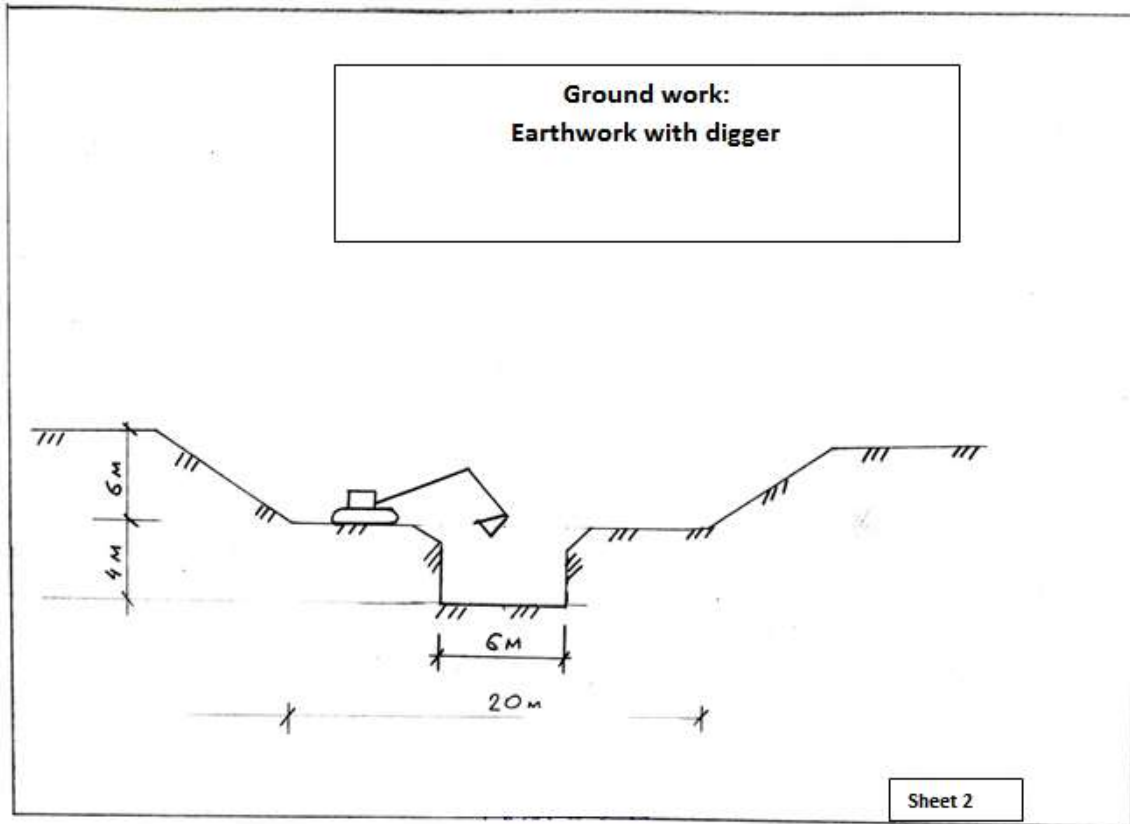
**Construction:**

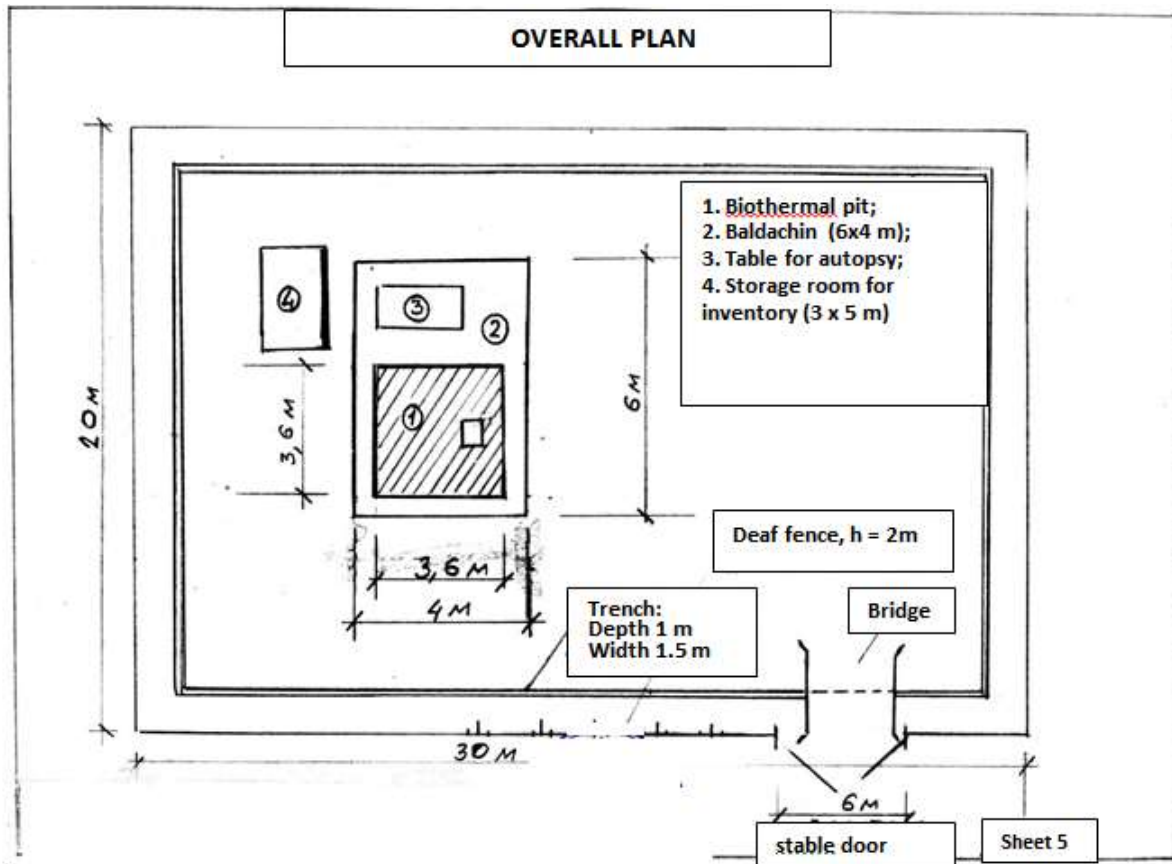
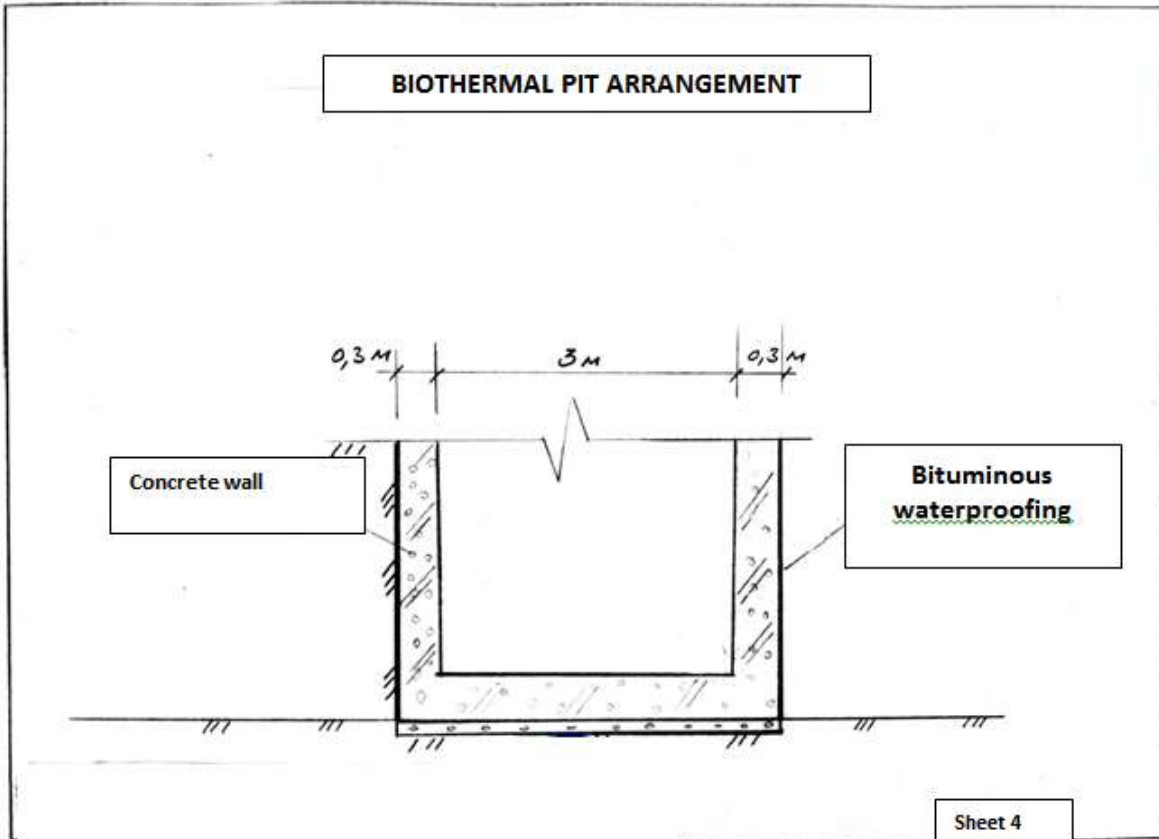
The cost-sheet includes prime costs: wages, use of vehicles and mechanisms (dozer, power shovel, concrete-mixing machine, electrical generator and tipping trucks service charges). Also included are transportation costs to transport sand, large gravel and concrete gravel to the distance of up to six kilometers. Converted timber demand is up to 25 cubic meters. Transportation from Ulan-Ude is included into the cost of cement (12 tons) and carcass (1.5 tons). Other costs include taxes, temporary establishments, electricity costs, petroleum, oil and lubricants, etc.

**Engineering solutions:**

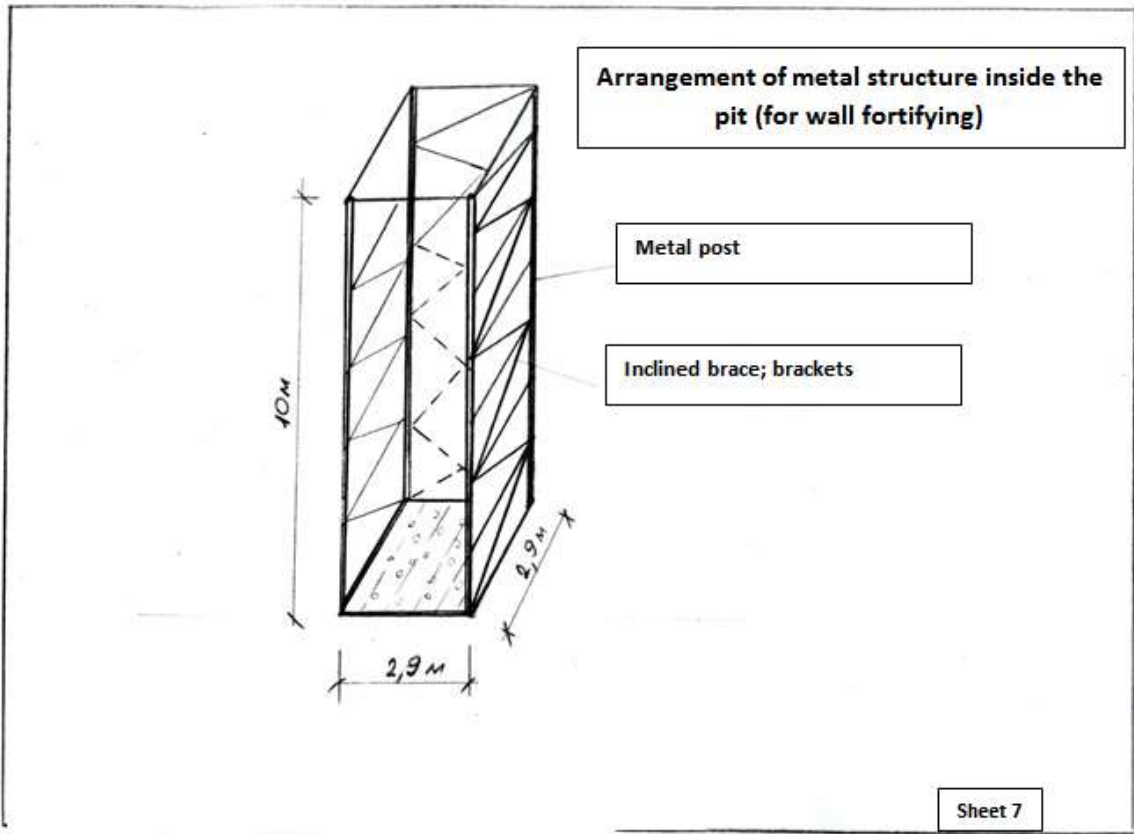
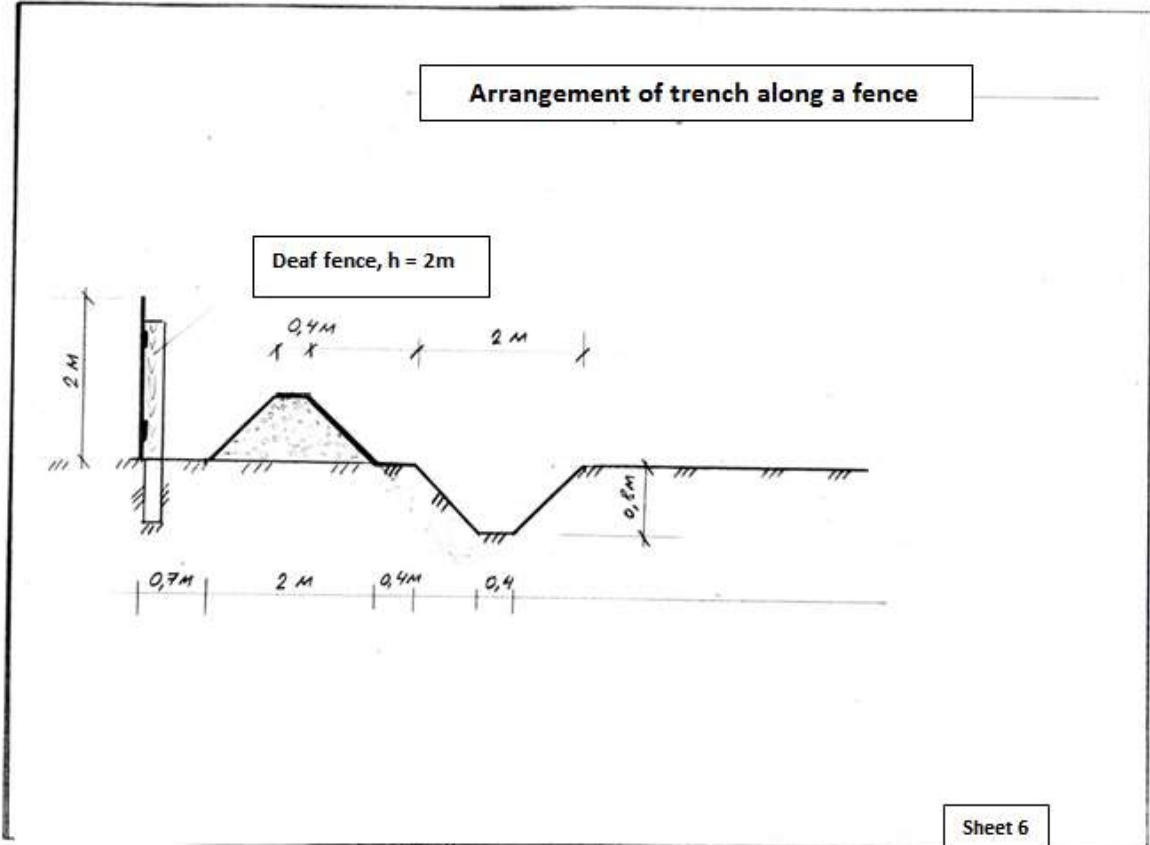
The use of T-130 dozer for planning and excavation and a power shovel with bucket capacity of 1 cubic meter for digging the pit to the ultimate mark. For the placement of concrete two concrete mixing machines 0.25 cubic meters connected to an electric generator with the capacity of seven kW will be used. For digging of the perimeter trench a power shovel with bucket capacity of 0.25 cubic meters will be used. Open trench is expected to be dug in accordance with standards of Federal Service for Veterinary and Phytosanitary Surveillance and Sanitary regulations and standards











**Economic indices:**

Cattle breeding is a priority direction of economic and social development in the Barguzinsky district. Privately owned livestock population and newly created farmsteads livestock capita are growing year by year. The cost advantage from the construction of animal burial sites is in prevention of unapproved burial, non-dissemination of infectious animal diseases, and prevention of humans' infection. In the course of reinstatement of animal burial sites in the region in compliance with the Veterinary and Sanitary Regulations as approved by the Chief State Veterinary Inspector of the Russian Federation on 04/12/1995 #13-7-2/469 the threat of anthrax and other infectious animal diseases will be neutralized. All this should lead to the reduction of cattle die-off and increase of livestock population as well as saving of budgetary funds for mitigation of emergency situation consequences.

**Security:**

**The Contractor will be responsible for all hired personnels' transportation, accommodation, meal provision, security, insurances, health and safety during construction works. All essential security measures in respect of the construction personnel will be taken by the Contractor. Neither UNOPS nor the Lake Baikal Project will be responsible for any possible damages to personnel's health or death during and in-between the works.**

**Expected Outputs, reports and related logistics:**

- Detailed calendar plan for activities.
- Statement of expenses.
- Construction report.
- Acceptance report signed by experts from Buryat State Academy of Agriculture, local veterinary and sanitation experts and district administration representatives.
- Fixed assets certificate from Barguzinsky district about getting pilot cattle mortuary into statement of assets and liabilities.
- The act of veterinary inspection and certificate of compliance with the standards of the object.
- Animal health card to new cattle mortuary.
- Multimedia materials made within the framework of the construction(all construction stages)

Payment will be made in 3 installments based on the acceptance of the required deliverables by the Project Manager as specified below:

- 30% payment as a first instalment upon the submission of detailed calendar plan for activities to be carried out within the framework of the consultancy;
- 45% remaining payment upon submission of Statement of expenses.
- 20% remaining payment upon submission of 1) acceptance report; 2) fixed assets certificate; 3) an act of veterinary inspection; 4) certificate of compliance with the standards; 5) animal health card.
- 5 % after the year (defect period)

In the case that the conditions of the SOW are not met, the contract may be terminated and the fee reduced.

**Qualifications:**

- Technical expertise in the required fields of veterinary, construction and maintenance of cattle mortuaries or a relevant field.
- Demonstrated experience in similar projects and relevant fields (please provide an up-dated list of projects, preferably from within Russia).
- Fluency in the Russian language both in writing and speaking.
- Knowledge of the English language
- In possession of all necessary insurances

**ANNEX II. LOCAL BUDGETED COSTS**

AGREED BY:

APPROVED BY:

## LOCAL BUDGETED COSTS №

for the construction of cattle mortuary in village Barguzin, Barguzinsky district, Buryatia, The Russian Federation

Background: чертежи №

Estimated cost of construction \_\_\_\_\_

Labor costs \_\_\_\_\_

The estimated labor input \_\_\_\_\_

Compiled in the current (projected) prices as of \_\_\_\_\_ 20\_ year.

№	Code and the item number standard	Name of work and expenditure, unit	Quantity	The unit value, RUB		Total value, RUB.		
				Total	Works	Total	Salary	Works
				Salary	incl. salary			
1	2	3	4	5	6	8	9	10
1								
Total direct costs:								
Overhead expenses:								
Total with overhead expenses :								
Profit:								
Total with profit:								
Total with changing index __:								

COMPILED BY:

CHECKED BY:

**ANNEX III: PROPOSED PROJECT TEAM**

RFQ Case reference

No.: \_\_\_\_\_

Name of company: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Note to companies: Companies shall set out below:

1. *the key personnel that the company proposes to assign to the execution of the works;*
2. *the qualifications and relevant experience of each of the key personnel that the company proposes to assign to the execution of the works, including a CV/resume for each of the key personnel;*
3. *the company's representatives who are authorized to sign the Contract. The company shall provide a copy of such authorization*

**Key Personnel**

No.	Position Description	Name	Years Exp
1	[Insert Description]	[Insert Name]	[Insert No.]
2	[Insert Description]	[Insert Name]	[Insert No.]
3	[Insert Description]	[Insert Name]	[Insert No.]
4	[Insert Description]	[Insert Name]	[Insert No.]
5	[Insert Description]	[Insert Name]	[Insert No.]
6	[Insert Description]	[Insert Name]	[Insert No.]
7	[Insert Description]	[Insert Name]	[Insert No.]
8	[Insert Description]	[Insert Name]	[Insert No.]

Contractor's Representative as per the Contract:

No.	Position Description	Name	Years Exp
1	Contractors Representative	[Insert Name]	[Insert No.]

**ANNEX IV: PREVIOUS EXPERIENCE FORM**

<b>Previous Experience</b>				
<b>Description of services/goods/works/</b>	<b>Country</b>	<b>Total amount of contract</b>	<b>Contract Identification and Title and Contact details of Client: (Name, Address, telephone, email, fax)</b>	<b>Year project was undertaken</b>

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**ANNEX V - UNOPS Minor Works Contract  
(attached as a separate document)**

**ANNEX VI – MAP OF AGREED PLACE FOR CONSTRUCTION WORKS (FIG.1) AND CONCLUSION ON SUITABILITY OF THE PLACE (FIG. 2)****АКТ**

**Выбора и обследования земельного участка для строительства скотомогильника  
в с. Уро**

**с. Баргузин**

**17 сентября 2012 г.**

Наименование объекта, адрес, ведомственная принадлежность-

**Строительство скотомогильника;**

**Заявитель: Муниципальное образование сельское поселение «Уринское», в лице главы Шадрина А.А.**

Комиссия в составе:

Председатель комиссии:

И.В. Мельников – глава муниципального образования «Баргузинский район»,

Члены комиссии:

И.о. председателя Баргузинского районного комитета имущественных отношений – Маганова Н.В.

Главный специалист, архитектор Баргузинского района – Узиков Е.Н.

Главный специалист-эксперт отдела государственного экологического, геологического и водного контроля и надзора – Гребенщиков А.И.

Министр культуры Республики Бурятия – Цыбиков Т.Г.

Начальник земельного отдела Баргузинского районного комитета имущественных отношений – Жаркой П.В.

Глава муниципального образования сельское поселение «Уринское» – Шадрин А.А.

Местонахождение участка – **Республика Бурятия, Баргузинский район, с. Уро.**

Характеристика строения – территория свободная от построек.

Характеристика земельного участка:

Категория земель – земли сельскохозяйственного назначения.

Площадь участка – **1000 кв.м.**

рельеф – **ровный**

Направление господствующих ветров – северо-западное

Классификация грунтов, наличие заболоченности, наличие зеленых насаждений:  
**песок, заболоченности нет, зеленых насаждений нет.**

Наличие резерва земельного участка возможного расширения объекта – имеется

Подъездные пути – имеются



**ЗАКЛЮЧЕНИЕ**

**Земельный участок ПРИГОДЕН  
для строительства скотомогильника в с. Уро.**

Настоящий акт действителен в течение трех лет

Комиссия: \_\_\_\_\_


Мельников И.В.

\_\_\_\_\_  


Маганова Н.В.

\_\_\_\_\_  

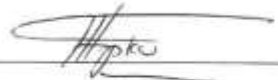

Узиков Е.Н.

\_\_\_\_\_


Гребенщиков А.И.

\_\_\_\_\_

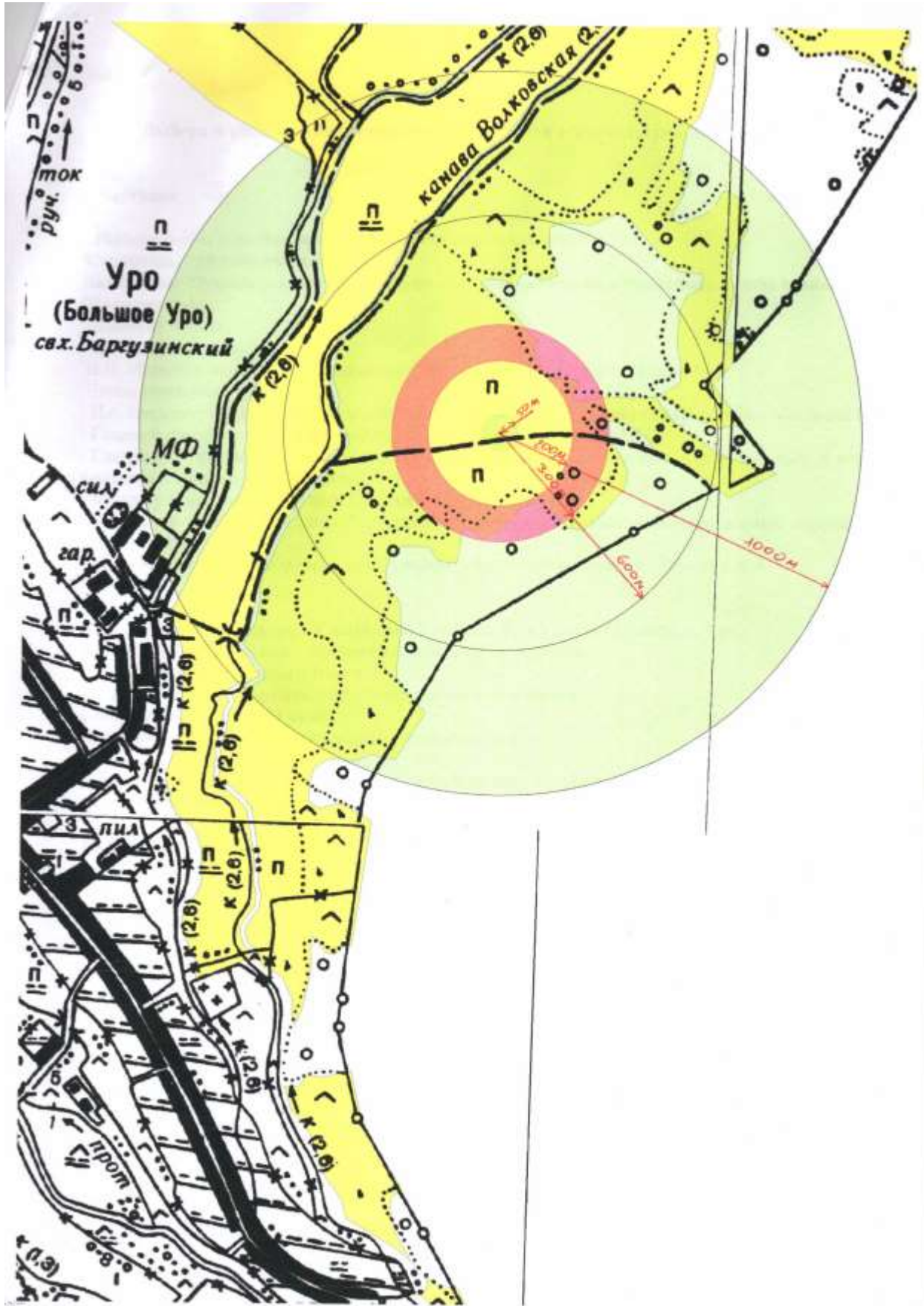
Цыбиков Т.Г.

\_\_\_\_\_  


Жаркой П.В.

\_\_\_\_\_  


Шадрин А.А.



**ANNEX VII – Requirements for architectural and construction, space planning and construction solutions for location and construction of cattle mortuary (biothermal grave) in accordance with veterinary and sanitary rules of collection, disposal and destruction of bio-waste from 04.12.1995 N 13-7-2/469 (registered in the Ministry of Justice 05.01.1996 N 1005);**

1. Selection and granting of land for construction of cattle mortuary or a free-standing biothermal grave are conducted by local administration of the region in accordance with order of the State Veterinary Service, and in coordination with the local center of Sanitary and Epidemiological Surveillance.
2. Allocating of cattle mortuary in water conservation, parkland and protected areas is strictly prohibited.
3. Cattle mortuary is placed on a dry elevated plot of land of minimum 600 square meters. Level of ground water standing should be at least 2 meters from the land's surface.
4. The size of the sanitary protection zone from Cattle mortuary to:
  - residential and public buildings, livestock farms (complexes) – 1 000 m;
  - cattle routes and pastures – 200 m;
  - roads, railways, depending on their category – 50-300 m
5. Biothermal grave, located inside the national veterinary organizations, are part of support constructions. The distance between biothermal grave and the production buildings of veterinary organizations, located in the area, is not regulated.
6. Cattle mortuary territory is enclosed by fences with a minimum height of 2 m and with the entrance gate. Along the whole perimeter of the internal side of the fence there is a trench with depth of 0.8-1.4 m and width of at least 1.5 m. There should be a bridge over the trench.
7. During the construction of biothermal grave a pit of 3.0 x 3.0 m and 10 m length has to be dug in the centre. The walls of the pit are made of red brick or other waterproof material and constructed above the ground level for 40 cm with a blind area construction. Bottom of the pit is laid with gravel and poured by concrete. Pit walls are plastered with concrete solution. Cover of hole is made in two layers. Heat insulation material has to be installed between the layers. The center of the cover has to have a hole of 30 x 30 cm, with tight lid. Out of the pit there should be exhaust chimney with diameter of 25 cm and a height of 3 m. Initially, an excavation works with bulldozer will be made for 5 m depth. It is supposed to make a reserve of excavated area for further work of digger. This approach is expected to be fully safe.
8. Overhang (above the pit) of 6 m length and 3 m width at height of 2.5 m has to be built. Room for autopsy of animals, storage of disinfectants, equipment, clothing and tools has to be organized near the pit.
9. Acceptance of built Cattle mortuary is carried out by representatives of the state veterinary and sanitary control with drawing up of the acceptance act.

### ANNEX VIII Bidder Insurance Information

RFQ Case No.: RFQ\_GPSO\_2013-058 (IWC-78317)

Name of bidder: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*Note to bidders: Bidders are to provide details of their insurance policies if they have any at the time of preparing their Bid. If selected, Bidders will have to comply with the insurance requirements as set out under Schedule 2 of the Contract [Schedule of Works]. Bidders are advised that UNOPS may request copies of the insurance policies and any endorsements during the review of bids, including amounts of any deductibles and all exclusions.*

#### 1. Construction All Risks Insurance/Third Party Liability Insurance

Name of Insurer:	
Policy No.:	
Insured Amount:	
Renewal Date:	
Name of Broker:	
Contact details of Broker:	

#### 2. Workers' Compensation/Employer's Liability Insurance

Name of Insurer:	
Policy No.:	
Insured Amount:	
Renewal Date:	
Name of Broker:	
Contact details of Broker:	

#### 3. Contractor's Plant and Equipment Insurance

Name of Insurer:	
Policy No:	

Insured Amount:	
Renewal Date:	
Name of Broker:	
Contact details of Broker:	

**4. Motor Insurance**

Name of Insurer:	
Policy No:	
Insured Amount:	
Renewal Date:	
Name of Broker:	
Contact details of Broker:	