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1. Instructions to Applicants

a) Introduction

Global Communities will sign with the American Red Cross an agreement to ensure the mastery of delegated project Construction of Construction Project of Potable Water System of Canaan (Construction of a reservoir of 500 cubic meters, Repair of the existing well and Construction the supply and distribution network), to Canaan. Global Communities launches prequalification process to select a shortlist of companies to be invited to participate in the tender for obtaining market of works.

Indeed, the proposed construction of the drinking water system is financed by the American Red Believe in partnership with DINEPA through ECP program (Canaan Enable Program). This project will enable inhabitants of Canaan, to have access to clean water. The work involves the construction of a building of a reservoir with a capacity of 500 m³, in the rehabilitation of an existing well and the pumping system and the construction of the supply and distribution network.

The project will mainly cover Canaan zones 3 & 4. It will be a scalable project that is to say that the basis for future extensions. Technical studies are being finalized and will be presented in the invitation to participate in the tender.

Through this process of pre-qualification, Global Communities wants to develop a list of qualified companies to execute the works described below. If you are interested in participating in the tender for one or two of the three lots, please send us the required information by filling specific experiences forms the lot that you want to participate. These forms are presented in Section 6.

Your prequalification must not related to more than two of the three lots below.

- For the construction of the reservoir, will be entitled to be shortlisted companies registered in Haiti or allowed to operate in Haiti, with a combined turnover in two construction activities (2) million during the five (5) years and which again, have completed as a prime contractor to the satisfaction of the Client, at least two similar projects in the past five (5) years.
- For the rehabilitation of drilling and drilling system, will be entitled to be shortlisted companies registered in Haiti or allowed to operate in Haiti, with a combined turnover in construction activities of two (2) million dollars during the five (5) years and more, have completed as a prime contractor to the satisfaction of the Client, at least two similar projects in the past five (5) years.
- For the construction of the transmission and distribution network, will be entitled to be shortlisted companies registered in Haiti or allowed to operate in Haiti, with a combined turnover in construction activities of two (2) million dollars during the five (5) years and more, have completed as a prime contractor to the satisfaction of the Client, at least two similar projects in the past five (5) years.

Folder prequalification

Interested and qualified firms are invited to submit their prequalification documents at the latest **November 16th 2017** at 14 hours at the following address: Global Communities, 15 Rue Tertulien Guilbaud, Christ the King, Port-au-Prince or mail to the following address: infoproc@globalcommunities.org

In calling for expressions of interest, Global Communities reserves the right to accept or reject any application, cancel the prequalification process and reject all bids at any time, without thereby incurring any responsibility towards candidates and with no obligation to inform applicants of the reasons for its decision.

Stakeholders expressed particularly high requirements regarding the quality of the work and the time frame. In this sense, the analysis of past performance to assess the ability of the candidate to carry out similar work in kind, size and quality, will be instrumental in the selection of candidates.

Folder prequalification

b) Format for prequalification files

The candidate will present his case (one original and one copy) in a sealed envelope addressed to the Procurement Officer of Global Communities, at the latest **November 16, 2017 to 14 hours or by mail to the following address: infoproc@globalcommunities.org** with the following:

Construction project Drinking Water System Canaan (Construction of a reservoir of 500 cubic meters, Repair of the existing well and Construction of the supply and distribution network) - Enterprise Prequalification folder (name of company)

The case, to be admissible, must necessarily present the completed documents and forms, separated by spacers, in the following order:

1. Letter of application

2. legal documents

- a. the company name, full address and date of its formation
- b. the registration card,
- c. a copy of the publication in the newspaper (The Monitor)
- d. the patent 2016-2017,
- e. the last discharge dated,

3. History of non-performance of contracts

- a. Form history of unexecuted markets
- b. Form history of litigation and pending litigation
- c. Financial Data Form

4. Financial situation

- a. Financial Data Form
- b. financial Documents
- c. Net average annual turnover of construction activities

5. Experience

- A- Form of experience in rehabilitation and / or pumping station building ((last 5 years)
- B- Form of experience in building the supply and distribution network in HDPE and PVC pipes (last 5 years)
- C- Form experiences metal tank construction (last 5 years)

2. Qualification Criteria

Qualification Criteria				Specification Compliance			docu- tion
No.	Object	Requirement	single entity	Consortium			Submission Requirements
				All Parts combined	Each member	A At least part	
1 Eligibility							
1.1	legal documents	Must submit the required documents	Must meet requirement	Must satisfy the criterion	Must meet requirement	Not applicable	License plate, 2016-2017 patent, dated last discharge,
1.2	Conflict of interest	No conflict of interest	Must meet requirement	Must satisfy the criterion	Must meet requirement	Not applicable	letter of application form
1.3	exclusion	Not having been excluded by the Haitian State or by an international landlord	Must meet requirement	Must satisfy the criterion	Must meet requirement	Not applicable	letter of application form
2 Non-performing markets History							
2.1	antecedents of no-Performing Contracts	No failure of performance of a market in the five (5) years.	Must meet requirement	Must satisfy the criterion	Must meet requirement	Not applicable	Form history of unexecuted markets
	disputes pending	All pending litigation shall not represent a total of more than twenty percent (20%) net assets of the candidate	must meet	Must satisfy the criterion	Not applicable	Not applicable	Form history of litigation and pending litigation
3 Financial position							
	Situation financial	balance sheets submission checked five (5) last year and other financial statements acceptable to the Employer Representative for the five demonstrating the current solvency and long-term profitability of the Candidate.	Must meet criterion	Must satisfy the criterion	Not applicable	Not applicable	financial data form with coins attachments
	Net average annual turnover	Having a total turnover of at least (three) \$ 3 million during the five (5) years ,.	Must meet requirement	Must satisfy the criterion	Not applicable	Not applicable	Form Net average annual turnover
4 Experience							

Folder prequalification

Qualification Criteria				Specification Compliance			docu- tion
No.	Object	Requirement	single entity	Consortium			Submission Requirements
				All Parts combined	Each member	A At least part	
	General experience	Experience in construction contracts as a contractor during the five (5) years with a total turnover of at least (two) \$ 2 million during the five (5) years	Must meet requirement	Not applicable	Must meet requirement	Not applicable	Form of general construction experience
	specific experience	Experience as a contractor in at least two similar market during the five (5) years, has executed 100% satisfactory, and similar to the proposed works.	Must meet requirement	Must meet requirement	Not applicable	Not applicable	Form specific experience

3. Eligibility

a) legal documents

The following items will be provided to the admissibility of the prequalification documents:

- License plate,
- Copy of the publication in the newspaper (The Monitor)
- License 2016-2017,
- Last discharge dated.

b) Conflicts of interest

Applicants may not be in conflict of interest and those which it is determined that they are in such a situation will be disqualified. Are considered potentially have such a conflict with one or more stakeholders in the process of prequalification Candidates in the following situations:

- a) Applicants under the control of the same company;
- b) Candidates who directly or indirectly receive subsidies from each other;
- c) Candidates who have the same legal representative under this prequalification;
- d) Candidates who maintain them directly or through a third party, contact allowing them to have access to information contained in their offers or the influence or influence the decisions of the Employer Representative Master about of this process;
- e) Candidates who submit prequalification several records.
- f) Candidates or one of the firms to which they are affiliated have provided consulting services for the preparation of specifications, drawings, calculations and other documents for the works that are the subject of this prequalification; or
- g) The candidate who has himself, or one of the firms to which it is affiliated, has been recruited or should be by the Employer Representative, to carry out the supervision or control of work in the Market .
- h) Candidates who have a close business or family relationship with a Master Staff member of the Work Delegate: i) directly or indirectly involved in the preparation of the Prequalification Document or market specifications, and / or the dossier evaluation process, or ii) may intervene in the execution or supervision of that market, unless the conflict stemming from this relationship has been resolved in a satisfactory manner during the process of selection and performance of the contract.

4. History of non-performance of contracts

a) Form history of unexecuted markets

Legal Name of applicant:

Legal name of the Party to Grouping:

Non Performing Contracts			
<input type="checkbox"/> There are no unfulfilled market for five (5) years.			
<input type="checkbox"/> Market (s) not running (s) for five (5) years.			
Year	unexecuted portion of the contract	Contract Identification	total contract
<i>[Insert year]</i>	<i>[Insert amount and percentage]</i>	Contract Identification: [indicate full name / contract number and other identification] Name of Employer: [full name] Address of Employer: [insert street number, city, country] non-enforcement Reasons: [indicate (the) reason (s) Main (to)]	

Folder prequalification

b) Form history of litigation and pending litigation

Legal Name of applicant:

Legal name of the Party to Grouping:

Pending Litigation
<input type="checkbox"/> No pending litigation
<input type="checkbox"/> Litigation (s) pending

Year of the dispute	Amount of Claim	Market Identification	Total Contract Amount
<i>[Insert year]</i> _____	<i>[Amount]</i> _____	Contract Identification: [insert full name and contract number and other identification] Name of Employer: [full name] Address of Employer: [insert street number, city, country] Subject: [indicate main issues in dispute] Party to the market that initiated the dispute [specify the "project owner" or "the Contractor"] Pending settlement: [specify conciliation, arbitration court or judicial tribunal] This state of the dispute: [indicate "ongoing" or "set", etc.]	<i>[Amount]</i> _____
_____	_____		_____

5. Financial situation

Folder prequalificationa) Financial Data Form

Financial data in US \$ equivalent	Background for the five (5) years					
	year 1	year 2	year 3	year 4	year 5	Average value
balance sheet information						
Total assets (TA)						
Total liabilities (TP)						
net worth (PN)						
Availability (D)						
Commitments (E)						
Information income statements						
Total Revenue (RT)						
Earnings before taxes (EBT)						
Profit after tax (BAPI)						

b) financial Documents

The Applicant and its partners must provide copies of the balance sheets and / or financial statements of the five (5) years. The financial statements comply with the following conditions:

- Must reflect the financial situation of the candidate or the Party to the Joint Venture, and not that of the parent company or subsidiaries
- Past financial statements must be audited by a chartered accountant,
- The financial statements must be complete, including all notes that have been added to them.

Folder prequalification

c) Net average annual turnover of construction activities during the five (5) years

Year	Amount and currency	Exchange rate	Equivalent US \$
year 1			
year 2			
year 3			
year 4			
year 5			
Average turnover of construction activities			

6. Experience

Folder prequalification

A- Experience in construction and / or rehabilitation of pumping station

- specific form of experience in construction and / or rehabilitation of pumping station (last 5 years)

	<i>Dated</i>	<i>Main Contractor or Subcontractor</i>	<i>Project description</i>	<i>Capacity of the well / drilling</i>	<i>Characteristic of the submersible pump (hp)</i>	<i>customer name and number (telephone and email)</i>
1						
2						
3						
4						
5						

- Supply Ability

	<i>items</i>	<i>Amount</i>	<i>supply time between the Order and delivery in Haiti. (Days)</i>
1	75 HP submersible pump	1	
2	125 HP submersible pump	1	
3	150 HP submersible pump	1	
4	100 kilowatts generator	1	

Folder prequalification

B- Construction Network waterworks

- Form of general construction experience (last 5 years)

	<i>Dated</i>	<i>Main Contractor or Subcontractor</i>	<i>Project description</i>	<i>Total length installed pipe (m)</i>	<i>Type and size of the pipes</i>	<i>customer name and number (telephone and email))</i>
1						
2						
3						
4						
5						

- Supply Ability

	<i>Type Hoses</i>	<i>Amount (m)</i>	<i>supply time between the Order and delivery in Haiti. (Days)</i>
1	4 inch HDPE	4000	
2	6 inch HDPE	4000	
3	8 inch HDPE PN10 or PN16	5200	
4	10 inch HDPE PN10 or PN16	5200	

- ☐ *Does your company has an HDPE pipe installation certification? Yes or no. If so thank you to attach a copy of your certification.*

Folder prequalification

C- Construction of a reservoir of 500 cubic meters.

- Form of general experience in construction of concrete or metal tanks (last 5 years)

	<i>Dated</i>	<i>Main Contractor or Subcontractor</i>	<i>Project description</i>	<i>Capacity of tanks</i>	<i>customer name and number (telephone and email)</i>
1					
2					
3					
4					
5					

☐ *Do you have a senior structural engineer in your staff? Yes or no. If Yes thank you to attach your resume on file.*

Folder prequalification

Form of Application Submission

date:

Reference: Construction of Potable Water System of Canaan : Construction of a reservoir of 500 cubic meters **or** Repair et rehabilitation of the existing well **or** construction of transmission and distribution network

Attn: Global Communities

We, the undersigned, apply to be prequalified for the above contract and declare that:

- a) We examined the Prequalification Document and express no reserve;
- b) Our company, including any subcontractors or suppliers in connection with any part of the market resulting from this prequalification, do not find ourselves in a conflict of interest;
- c) Our company, including any subcontractors or suppliers involved in connection with any part of the contract resulting from this prequalification, have not been declared ineligible by an agency of the Haitian State or by an international Lessor;
- d) We understand and agree that Global Communities reserves the right:
 - to accept or reject any application,
 - cancel the prequalification process,
 - to reject all applications;
 - not to invite the prequalified applicants to bid for the market which is the subject of this prequalification,

at any time, without thereby incurring any liability whatsoever to candidates and no obligation to inform applicants of the reasons for the decision to Global Communities.

Signed by the authorized representative:

First and last name :

As:

Duly authorized to sign for and on behalf of: