**TERMS OF REFERENCE FOR SERVICE PROVIDER OF WATER FILTER**

***Provision of Water filter for WASH In School Program at Cabaret, Tomazeau and Delmas***

**Background:-**

UMCOR’s Haiti mission is to providing emergency response, early recovery and transitional development assistance in the affected regions of Haiti. UMCOR innovatively bridging the gap between immediate relief and long-term community development program by partnering with communities on front lines.

**UMCOR** is implementing integrated program in the Municipality of Tabarre, Thomaseau, Delmas .The overall goal of the Water, sanitation and Hygiene (WASH***)*** programis to address and facilitate the communities concerning health, sanitation & hygiene issues through variety of interventions. In order to help people to have access to treated water at school in communities of the West department **UMCOR** intends to purchased **LifeStraw community water filters** in identified schools; **UMCOR** Haiti seeks service provider/ contractor, will be responsible to deliver the filters and training on O&M to the beneficiaries at the schools.

**Description:-**

United Methodist Committee on Relief (UMCOR) Haiti invites sealed Bids from reputed and eligible firms/contractors/Organizations/ registered from Ministry/ Department/ DGI. Applying contractors must have strong financial background to provide the filters in time frame of project to avoid any un-expected delay.

The items are comprised of:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Items #** | **Description Specification / Brand** | **Quantity** | **Unit / Measure** | **Currency****HTG/USD** | **TOTAL** |
| 1 | Livestraw Community Filters | 30 | PC |  |  |
| 2 | Training on O&M |  | 15 | Day |  |  |
| TOTAL |  |  |  |  |  |  |

**SPECIFICATIONS OF THE FILTERS:**

**Protection**

* Hollow fiber filtration technology converts contaminated water into safe drinking water
* Removes a minimum of 99.9999% of bacteria, 99.999 % of viruses and 99.99% of protozoan cysts
* Meets the standard for the “highly protective” category of household water treatment options by the World Health Organization and complies with DINEPA guidelines for microbiological water purifiers

**Capacity of the filter**

* 25 litre dirty water tank and 25 litre safe storage tank: total capacity of 50 litres
* Filtration rate: 12 litres/hour

**Lifetime**

* Can purify between 70,000 -100,000\* litres of water, enough to serve community settings for several years

**Deliverables:-**

 Service provider/contractor /vendor are responsible to deliver the filter and training at the specified school in accordance with specification aforementioned in document.

 **Submission of Bids:-**

The contractors are requested to submit sealed Bids Before: 2pm September 14th 2016 after advertisement for consideration and bids should be submitted in ***English***.

**Opening of Bids:** Contractors are invited to the bid opening which will be at: UMCOR Port-au-Prince office

On: 3pm September 14th 2016

The bid must include:

1. Estimated Costs. These should include all costs, including materials, labor, transport, administration and any other cost.
2. Complete contact information’s on letter head including address of offices/office.
3. Detailed work plan for the training on Operation and Maintenance of the filters and including technical CV of the human resources involved directly in the training.
4. Bids must be accompanied by Technical and Financial proposal in separate envelop

Bids can be submitted in a sealed envelope to the following address:

**UNITED METHODIST COMMITTEE on RELIEF (HAITI)**

**P.O Box 15562**

**HT 6140**

**Port- au-Prince, Haïti**

**Or**

Sealed bids can be submitted by hand at

 **16, Delmas 54 office UMCOR-Haiti**

(Separate box is designated for submission of Bids)

For question or clarification, please can contact: ***procurement@umcor-haiti.org***

 **Bids Evaluation:-**

The evaluation will be carried out in accordance with defined policies and procedures of UMCOR. There will be evaluation of technical bids which represent 60% of the points and then evaluation of financial bids which represent 40% of the points. The Bidders selected on technical grounds would be eligible to compete for financial evaluation

**Refusal of Bids:-**

 UMCOR Haiti reserves the right to cancel tender process or to reject all bids without incurring any liability to bidders.

UMCOR Haiti has no liability of payment incurred for documentation of bids/transportation and any other relevant cost.

Note: - Bids submitted electronically will be considered in-eligible for process.