REQUEST FOR EXPRESSIONS OF INTEREST

**(\*Revisions are made on the request for expression of interest published on April 20, 2019.)**

Republic of Turkey

**Istanbul Governorship**

**Istanbul Project Coordination Unit (IPCU)**

**Istanbul Seismic Risk Mitigation and Emergency Preparedness (ISMEP) Project**

**Consultancy Services for Construction Design and Supervision of Strengthening of Public Buildings**

**(KfW-CB1.1)**

**The Republic of Turkey** has received a loan from the **German Development Bank (KfW)** and intends to apply part of the proceeds of this loan to payments under the contracts for Procurement of **“Consultancy Services for Construction Design and Supervision of Strengthening of Public Buildings** **(KfW-CB1.1)”,** which will be implemented by Istanbul Governorship, Istanbul Project Coordination Unit.

**1. Name, address, telephone and fax number, email address of the contracting authority:**

**The Office building is located at the address below;**

Istanbul Project Coordination Unit (IPCU)

Kısıklı Mahallesi Alemdağ Yanyolu No: 6

Üsküdar/İSTANBUL

Tel : +90 216 505 55 00

Fax : +90 216 225 04 85

E-mail : [info@ipkb.gov.tr](mailto:info@ipkb.gov.tr)

Contact Person: K. Gökhan ELGİN (Director)

**2. The award procedure chosen:** Restricted Procedure

**3. Form of the contract:** Public Procurement of Services

**4. Place of execution/performance of the works, for delivery of products or of the provision of services:**

All of the buildings **(mostly the schools and administrative buildings)** are located **in Istanbul,** therefore the related construction design and supervision services will be carried out **in Istanbul.**

**5. Category and Description of Services:**

The construction **design and supervision of retrofitting works** and related repair and renovation works (architectural, mechanical, electrical, fire system, etc.) in Public Buildings such as; schools, hospitals, polyclinics, dormitories and etc. These public buildings are located **in Istanbul**. The number of Public Buildings will vary due to the evacuation plan of the Provincial Directorates of Related Authorities. However, the final number of public buildings will have been decided in the Request for Proposal (RfP) documents to be sent to the short-listed consultants.

The services to be performed shall include;

* Vulnerability assessment of the buildings by using the available data and conducting necessary tests and measurements at the sites, buildings as required.
* Preparation of preliminary and final designs and estimated costs with respect to each selected public building using conventional and innovative retrofitting techniques and new Turkish national retrofitting building codes in disaster prone areas.
* Preparation of Bill of Quantities of Public buildings, final retrofitting drawings and technical specification after consultation with the Client.
* Cost comparison for selected public buildings considering cost of retrofitting to the cost of replacement ratio.
* Act as the Engineer under the contracts
* Supervise the Works including defects liability period

**6. If the contracts are subdivided into lots, indication of the possibility of tendering for one, for several or for all the lots:**

The consultancy service is expected **to be tendered under one lot.**

**7. Number of short-lists:**

One short-list of interested consultants shall be made in accordance with their qualifications and experience for the required services.

**8. Completion date or duration of the service contracts:**

Approximately 36 months (Design services is 12 months, Construction Supervision 6 to 12 months and Supervision during the Defect Liability Period 12 months)

**9. Admission or prohibition of variants:**

Submission of alternative proposals is **not accepted**.

**10. Special conditions for fulfilling the contract:** Not Applicable.

**11. (a) Deadline for receiving expression of interest:**

Expressions of interest must be delivered to the address below **by June 25th, 2019 16:00** (local time, İstanbul) by surface mail, courier or hand delivery. Applications by e-mail shall not be accepted. IPCU reserves the right to reject the applications received after the above-referenced date.

**(b) Address for submitting expressions of interest:**

Istanbul Project Coordination Unit (IPCU)

Kısıklı Mahallesi Alemdağ Yanyolu No: 6

Üsküdar/İSTANBUL

Tel : +90 216 505 55 00

Fax : +90 216 225 04 85

E-mail : [info@ipkb.gov.tr](mailto:info@ipkb.gov.tr)

Contact Person: K. Gökhan ELGİN (Director)

**(c) Language of proposals:** English

**(d) Submitting Expression of Interest:**

- Expression of interest shall be accompanied by a “Statement of intention” to participate in the selection process;

- Expression of interest must be signed on each page;

- Expression of interest shall be submitted in one original and one copy;

- Consultants are required to include the name and reference number of the task

“**KfW-CB1.1** Consultancy Services for Construction Design and Supervision of Strengthening of Public Buildings”in their Expression of Interests.

- “Declaration of Undertaking” document is attached as Annex 1 to the “Request for Expression of Interest”. It must be signed by the Consultant and attached to “Expression of Interest” to participate in the selection process.

**12. Where appropriate any deposit and guarantees required:** Not Applicable

**13. Main financing institution:** German Development Bank (KfW)

**14. Where applicable, the legal form to be taken by the grouping of economic operators to whom the contract is to be awarded:**

Consultants may associate to enhance their qualifications. The “association” may take the form of a Joint Venture or a sub consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case award is made to that JV group. Interested consultants should clearly indicate the structure of their “association” and the duties of the partners and sub consultants in their application. Unclear expression of interests in terms of “in association with” and/or “in affiliation with”, etc. may not be considered for short listing.

Joint Venture agreement to be authenticated in case of Contract Award.

**15. Eligibility Criteria:**

**Bidders entitled to take part in the procedure**

Tenders from bidders will be admitted to the procedure provided that none of the following reasons for exclusion or conflicts of interest apply:

1. Sanctions or embargoes of the Security Council of the United Nations, the EU or the German government preclude the participation of a bidder.
2. The bidder is excluded from the tendering process with legal effect in the Client’s country on the grounds of punishable offences, especially fraud, corruption or other economic crimes.
3. The bidder is a state-controlled company in the partner country that is not legally or economically independent or that is not subject to commercial law, or that is a public authority dependent on the Client or the Project Executing Agency or the recipient of the loan/financial contribution.
4. The bidder or individual members of the bidder’s staff or a subcontractor has economic links or family ties with personnel of the Client who are involved in preparing the tender documents, awarding the contract or supervising the execution of the contract, insofar as the conflict of interests could not be resolved to KfW's satisfaction in advance of the contract award and execution phase.
5. The bidder or individual members of the bidder’s staff or a subcontractor were directly involved in drawing up the terms of reference and/or other information for the tendering procedure. This shall not apply to Consultants who have produced preparatory studies for the contract or who were involved in a preceding phase, insofar as the information they prepared in this connection, especially feasibility studies, was made available to all bidders and the preparation of the terms of reference for the invitation to tender was not part of the activity.
6. The bidder or individual members of the bidder's staff or a subcontractor are not or were not during the last 12 months prior to publication of the invitation to tender indirectly or directly linked to the project in question through employment as a staff member or advisor to the Client, and are not or were not able in this connection to influence the award of the contract for services, or the bidder is not or was not otherwise able to influence the award of the contract for services.

By signing the Declaration of undertaking (see Annex 1), the bidder attests that none of these reasons for exclusion or conflicts of interest apply. In case of doubt, when tendering the bidder in question shall furnish proof to the satisfaction of the Client and KfW that the aforementioned reasons do not apply.

**Independence of the Consultant**

The Consultant must always be neutral and independent vis-à-vis potential suppliers for the project in question. Members of associated firms may participate in a project only as either Consultant or manufacturer/supplier/construction firm. When submitting proposals, Consultants must disclose any links with other firms and give a binding declaration that should they be awarded the contract, the firms with which they are associated do not intend to take part in the project in any other form. In a joint venture, this also applies to participating professionals and other consultancy firms. These regulations do not apply to Build-Operate-Transfer (BOT) projects or operator models.

Consultancy firms that belong to the same group of companies or affiliated companies or are linked in another way financially, organizationally or through personnel, can participate in the competitive tendering procedure individually only if no other member of the group or affiliation participates.

**Qualification and Selection Criteria:**

* Company information: name, status, address, telephone number, facsimile number, year of establishment, contact person for the project, average annual turnover for the previous 5 (five) years (2014-2015-2016-2017-2018) at least 1.000.000 Euro, number of permanent staff and part-timers, fields of expertise;
* Filled copy of the table given in Annex 2 of the “Request for Expression of Interest” that comprise details of max. 15 number of experience in similar assignments (During the evaluation of experience in similar assignments the quality and the size of the projects will be considered.) including value of consulting services and value of works, location, number of staff involved in the contract, name of the Client, name of partners for contract execution and share of services, source of financing, type of services provided, contract commencement and completion dates, brief description of the contract;
* Letters of recommendation from previous Employers;
* Signed copy of “Declaration of Undertaking” document (Annex 1)
* Filled copy of the table given in Annex 3 of the “Request for Expression of Interest” that comprise required expertise and experience information related to min. **ten** staff that may be available to work on the assignment(s).
* Form of association (sub-consultant/joint venture) for the execution of the contract(s), if the case may be, and identification of the leading company. Same information shall be submitted for the leading company and the associate companies.
* A list of ongoing assignments including the start and end dates and the personnel involved.
* Each proposed staff should have a university degree of civil engineer, mechanical engineer, electrical engineer or architect.

**16. Framework agreement:** Not Applicable

**17. Number of selected candidates to be invited to submit tender:** maximum 6 (six) tenderers.

However, the short list may comprise a smaller number of candidates in case only a few qualified firms have expressed interest.

**18. Criterion for awarding the service contract:**

Consultants shall be shortlisted and contracts shall be awarded in accordance with the QCBS (Quality and Cost Based Selection) Method set out in the World Bank’s Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011 (revised July 2014, October 1, 2006 & May 1, 2010).

The selection criteria for the short-listing are:

* **General Experience 20 points**
* **Average Annual Turnover for the previous 5 (five) years**

**(2014-2015-2016-2017-2018) 10 points**

* **International Experience 10 points**
* **Specific Experience (Retrofitting) 40 points**

*-Supervision 20 points*

*-Design 20 points*

* **Qualification of Key Staff (10 CV comprising all branches)**

**(5 CV for retrofitting supervision and 5 CV for**

**retrofitting design) 20 points**

**Total 100 points**

Minimum number of points necessary to be retained: 75 Points

The selection criteria for the contract award will be decided later in the Request for Proposal documents to be sent to the short-listed firms.

**19. Time frame for the tenderer to maintain their proposal valid:** 90 days from the date of submission of proposals.

**20. Names and addresses of economic operators already selected:** Not Applicable

**21. Name and address of the body responsible for appeal:** Istanbul Project Coordination Unit

**22. Date of publication of the prior information notice:** Published in the Official Gazette of Republic of Turkey dated 21.07.2017.

**23. Indicate whether the contract is covered by the Agreement:** Yes (the notice shall be published in the Germany Trade and Invest (GTAI).

**Annex 1 : Declaration of Undertaking**

We underscore the importance of a free, fair and competitive contracting procedure that precludes abusive practices. In this respect we have neither offered nor granted directly or indirectly any inadmissible advantages to any public servant or other person nor accepted such advantages in connection with our bid, nor will we offer or grant or accept any such incentives or conditions in the present tendering process or, in the event that we are awarded the contract, in the subsequent execution of the contract. We also declare that no conflict of interest exists in the meaning of the kind described in the corresponding Guidelines[[1]](#footnote-1).

We also underscore the importance of adhering to environmental and social standards in the implementation of the project. We undertake to comply with applicable labour laws and the Core Labour Standards of the International Labour Organization (ILO) as well as national and applicable international standards of environmental protection and health and safety standards.

We will inform our staff of their respective obligations and of their obligation to fulfil this declaration of undertaking and to obey the laws of the country of Republic of Turkey.

We also declare that our company/all members of the consortium has/have not been included in the list of sanctions of the United Nations, nor of the EU, nor of the German Government, nor in any other list of sanctions and affirm that our company/all members of the consortium will immediately inform the Client and KfW if this situation occurs at a later stage.

We acknowledge that, in the event that our company (or a member of the consortium) is added to a list of sanctions that is legally binding on the Client and/or KfW, the Client shall be entitled to exclude us/the consortium or, if the contract is awarded to our company/the consortium, to immediately cancel such contract if the statements made in the Declaration of Undertaking were objectively false or the reason for exclusion from the tender procedure occurs after the Declaration of Undertaking has been issued.

.............................. ................... .......................................................

(Place) (Date) (Name of company)

.......................................................

(Signature(s))

**Annex 2 :**

**EXPERIENCE**

Please provide information contained in the table below summarizing the **major** **relevant projects related to this project** carried out in the course by the legal entity or entities making this application. The number of references to be provided must not exceed **15** for the entire application. During the evaluation of experience in similar assignments the quality and the size of the projects will be considered.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** (maximum 15) | **Project title** | | … | | | | | |
| **Name of legal entity** | **Country** | **Overall project value (EUR)** | **Proportion carried out by legal entity (%)** | **No of staff provided** | **Name of client** | **Origin of funding** | **Dates (start/end)** | **Name of partners if any** |
| … | … | … | … | … | … | … | … | … |
| **Description of project** | | | | | | **Type of services provided** | | |
| … | | | | | | … | | |

**Annex 3 :**

List of Available Expertise and Human Resource Capacity

**Access to Expertise Required for the Assignment**

Complete the list below to demonstrate the extent to which you have access (internally / externally) to expertise required for this assignment / for the project team profiles described in the RfEOI. Do not attach CVs as no detailed evaluation of candidates for the project team shall be carried out at the prequalification stage. The Applicant shall not present a potential project team. The focus is on access and availability to project relevant expertise. It is understood that prequalified Applicants are not required to include staff named below into the proposal.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name | Project team profile / areas of required expertise as stated in the RfEOI | Education/ Degree | Years of Professional Experience | Relationship with / Years within the Applicant[[2]](#footnote-2) | Country/ Regional Experience | Relevant Project References (Description of project-related experience) | Languages |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. See “Guidelines for the Assignment of Consultants in Financial Cooperation with Partner Countries“ and “Guidelines for Procurement of Goods, Works and associated Services in Financial Cooperation with Partner Countries” [↑](#footnote-ref-1)
2. For freelance experts (e.g. with retainer contracts or formal agreements) indicate “FE” and how long the expert has been associated with the Applicant. For sub-consultant staff indicate “Sub”. Staff from affiliated firms of the Applicant shall be considered as sub-consultant staff. [↑](#footnote-ref-2)