

|  |                                     |
|--|-------------------------------------|
| <b>Tender Name: Rehabilitation of the Electrical Transformers in ANBAR HIWAR2.</b> | <b>Tender No: IQ23-RFP-111507</b>   |
| Location: Anbar – Iraq   | Correspondence Language(s): English |

**Intent to Bid is Available from: June,01<sup>st</sup> 2023.**

**Deadline for Submission of Intend to Bid: June,08<sup>th</sup> 2023 @ 11:59 PM Local time.**

**Mercy Corp Iraq is an international humanitarian organization, working in Iraq since 2003.** Mercy Corps has been working to pave the way for a new Iraq. We continue to deliver emergency, life-saving assistance to conflict-affected populations while also addressing longer-term needs and underlying causes. Ongoing cycles of conflict have resulted in millions of people displaced, basic infrastructure destroyed, livelihoods disrupted, and deepening divisions within communities. Since our work began, we have provided support to more than 5 million people affected by war, violence, and displacement.

Through this announcement, we aim to hear from eligible companies specialized in Rehabilitation of the Electrical Transformers in ANBAR HIWAR2. Initially, we are **only** asking for your attention ***to complete the Intent to Bid (ITB) and Supplier Information Forms (SIF)*** and submitting them at [iq-itb@mercy Corps.org](mailto:iq-itb@mercy Corps.org) by the deadline for this advertisement.

لطفأ، ارسال نسخة موقعة و مختومة من هذا الملف (نية تقديم العطاء) مع ملف معلومات المجهز SIF على البريد الالكتروني

[iq-itb@mercy Corps.org](mailto:iq-itb@mercy Corps.org)

**Please Note – You Are Not Required To Submit Your Technical Offer Or Financial Offer At This Stage. Tender Package Will Be Sent To Interested Companies That Are Eligible To Apply.**

**Complete Tender Package will be shared with those who submitted in a timely manner the following:**

- 1- Signed and stamped ITB (Intent to Bid)
- 2- Signed and stamped Supplier Information Forms (SIF)

**Please send your questions, if any, at [Iq-tenderquestions@mercy Corps.org](mailto:Iq-tenderquestions@mercy Corps.org)** (please mention the reference of the Intent to Bid in Subject line)

هذا الملف فقط لمعرفة فيما اذا كانت الشركة مهتمة وليس لغرض تقديم الأسعار. سيتم مشاركة حزمة العطاء الكاملة مع أولئك الذين قدموا ما يلي في الوقت المناسب.

- نموذج نية تقديم العطاء موقعة مختومة.
- نموذج معلومات المجهز موقع ومختوم.

**MERCY CORPS – INTENT TO BID**  
**(please don't send any bids or proposals with the Intent to Bid Form)**

لطفًا – لا تلتحق اي عروض او مقترحات خاصة بهذه المناقصة

|                                       |   |
|---------------------------------------|---|
| <b>Country:</b>                       | <b>IRAQ</b>   |
| <b>Office:</b>                        | <b>Baghdad</b>  |
| <b>Title of Procurement Activity:</b> | <b>Rehabilitation of the Electrical Transformers in ANBAR HIWAR2.</b> |
| <b>Tender Reference Number:</b>       | <b>IQ23-RFP-111507</b>  |

We intend to submit a bid or proposal in response to this solicitation upon receipt Tender Package with full instructions.

We understand that this is an Intent to Bid and in no way obligates this company to participate in this process. Also, this Intent to Bid does not constitute any transactional obligation between MC and the intended offeror.

Please find below the relevant information required to receive the Tender Package.:

|   |  |
|---|--|
| <b>Organization Name - أسم الشركة</b>     |  |
| <b>Contact Person – جهة الاتصال</b>       |  |
| <b>Main Telephone Number رقم التليفون</b> |  |
| <b>Alternative Telephone (if any)</b>     |  |
| <b>Business Email – البريد الالكتروني</b> |  |

**Business Address**

|  |  |
|--|--|
| <b>House / Building Number العنوان</b> |  |
| <b>Street (if any)</b>                 |  |
| <b>City</b>                            |  |
| <b>Postcode (if any)</b>               |  |
| <b>Country</b>                         |  |



**Special Notice**

Mercy Corps uses the SAP Ariba platform as its source to pay system. Suppliers are encouraged to register on the Ariba Commerce Cloud or log in using their existing Ariba Commerce Cloud account username and password in order to access the RFQ/RFP and submit their proposal/bid. Suppliers who are not able to register or access the system will receive the tender via email or hardcopy and be able to submit via email.

**Mandatory questions and please indicate your preference (only select one response):**

| # | Questions  | Answer<br>(Please Circle) |    |
|---|--|---------------------------|----|
| 1 | We are planning to use our existing Ariba Commerce Cloud Account.  | Yes                       | No |
|   | If the answer is Yes, please provide your Ariba Supplier Network ID.   |                           |    |
| 2 | We are interested to register on the Ariba Commerce Cloud in order to participate in Mercy Corps procurement solicitation.   | Yes                       | No |
| 3 | We intend to submit our bid or proposal via email because we are unable to register on the Ariba Commerce Cloud. We request that the Request for Quotations document or Tender Package be provided via email.                    | Yes                       | No |
| 4 | We intend to submit our bid or proposal via Tender Box because we are unable to register on the Ariba Commerce Cloud. We request that the Request for Quotations document or Tender Package be provided as hardcopies/printouts. | Yes                       | No |

We hereby express the organization’s intention of participating in the competitive solicitation process.

|   |  |
|---|--|
| <b>Form completed by (Name and Title) -</b>     |  |
| <b>Telephone Number/s:</b>                      |  |
| <b>Signature (only if submitted in person):</b> |  |
| <b>Date:</b>                                    |  |

**Supplier Information Form (SIF).**  
**SUPPLIER INFORMATION FORM (S.I.F)**

استمارة معلومات المورد

*The information provided will be used to evaluate the Company before contracting with the Mercy Corps.*

سيتم استخدام المعلومات المقدمة لتقييم الشركة قبل التعاقد مع ميرسي كوربس

**Please complete all fields**

يرجى اكمال جميع الحقول

**Supplier Information**

|   |  |
|---|--|
| Company name , Supplier Name<br>اسم الشركة أو اسم المجهز  |  |
| Any other names company is operating under<br>(Acronyms, Abbreviations, Aliases)<br>أي اسم ثاني للشركة ( اسم شركة ثانية تحت اسم الشركة الرئيسية, اسم مختصر للشركة, اسم مستعار للشركة) |  |
| Previous names of the company<br>إذا كان هناك اسم سابق للشركة يرجى اضافته   |  |
| Address<br>العنوان الكامل   |  |
| Website<br>الموقع الإلكتروني ان وجد   |  |
| Phone/Fax Numbers<br>رقم الهاتف, الفاكس (جهاز يرسل نسخة ورقية ممسوحة ضوئياً باستخدام خط هاتف) أن وجد  | Phone: Fax:                              |
| Primary Contact<br>اسم الشخص الرئيسي الذي يتم التواصل معه   | Name:<br>Phone Number:<br>Email Address: |
| # of Staff<br>عدد الموظفين  |  |
| # of Locations<br>عدد المواقع ( في حال كان للشركة اكثر من موقع)   |  |
| Avg. Value of Stock on Hand (USD)<br>Save translation   |  |

|   |  |
|---|--|
| متوسط قيمة المخزون المتوفر (بالدولار الأمريكي)  |  |
| Government - owned (yes/no)<br>هل الشركة مملوكة للحكومة ( نعم \ لا )  |  |
| Name(s) of Board of Directors<br>اسم (أسماء) أعضاء مجلس الإدارة   |  |
| Name(s) of Company Owner(s)<br>اسم (أسماء) مالك (ملاك) الشركة   |  |
| Parent companies, if any<br>اسم الشركة الام اذا وجد   |  |
| Subsidiary or affiliate companies, if any<br>Please list any related company under same person or related to your company.<br><br>اسم الشركة ذات الارتباط, او الشركة الثانية تحت نفس الإدارة او الشركات الأخرى ذات الصلة الرجاء التعريف عنها مع ذكر اسماء الشركات الثانية ان وجدت |  |

### **Financial Information**

#### **المعلومات المالية**

|  |   |
|--|---|
| Bank Name and Address<br>اسم المصرف و عنوانه   |   |
| Name under which company is registered at bank<br>اسم الحساب المصرفي   |   |
| Payment Terms<br>شروط او طريقة استحصاال الاموال  | Payment By: <u>Check</u> Yes   No <u>Wire Transfer</u> Yes   No<br>يكون دفع المبالغ المستحقة للشركة بواسطة: شيك (صك) نعم   لا, حوالة مصرفية: نعم   لا |
| Specify Standard Payment Terms<br>(Net15, 30, etc.)<br>حدد شروط الدفع القياسية للمبالغ (الصافي 15, 30 , الخ..) |   |

### **Product/Service Information**

معلومات المنتجات و الخدمات التي ممكن الحصول من المجهز

|  |  |
|--|--|
| List Range of Products/Services Offered<br>قائمة المواد/ الخدمات المقدمة من قبل المجهز   |  |
| Basis For Pricing (Catalog, List, etc.)<br>الاية التسعير ( قائمة المواد, او ما شابه ذلك) |  |

### **References**

المراجع في العمل ( اشخاص او شركات يثبتون عملك معهم)

|  |   |
|--|---|
| Client Name:<br>اسم الشركة او الجهة التي تم العمل معها | <u>Contact Name, Phone, Email Address:</u><br>اسم الشخص الذي يمكن التواصل معه/معها, رقم الهاتف, البريد الإلكتروني |
| Client Name:<br>اسم الشركة او الجهة التي تم العمل معها | <u>Contact Name, Phone, Email Address:</u><br>اسم الشخص الذي يمكن التواصل معه/معها, رقم الهاتف, البريد الإلكتروني |
| Client Name:<br>اسم الشركة او الجهة التي تم العمل معها | <u>Contact Name, Phone, Email Address:</u><br>اسم الشخص الذي يمكن التواصل معه/معها, رقم الهاتف, البريد            |

### **Supplier Self-Certification of Eligibility**

Company certifies that:

1. It, its affiliates and subsidiaries, owners, officers, directors and key employees (to the best of its knowledge) are not the subject of any government's sanctions, designations, donor rules or prohibitions, or laws prohibiting transactions with it/them. It is not the subject of any donor government investigation into its misconduct with any other recipient of that donors funding.
2. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in any form of terrorism or attacks on civilians and do not provide any form of material support or financial resources for individuals or organizations that do engage in any form of terrorism or deliberate attacks on civilians.
3. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in weapons or drugs manufacture, transport, sale or distribution.
4. It is not in default on any material credit agreement, bankrupt or being wound up, are having its affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
5. It has not been determined to be in breach of a material contract by any legal body anytime within the past 2 years.
6. It pays taxes as and when due and is not currently the subject of any investigation or proceeding related to back-owed taxes.
7. It provides workers compensation insurance to its workers in accordance with the laws of the countries where it operates.
8. It pays social security obligations as required in the countries where it operates.

9. It, its owners, officers and directors have not been convicted of an offense concerning its professional conduct and has not engaged in grave professional misconduct.
10. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not been the subject of criminal investigation or judgement for fraud, corruption, human trafficking, spying, weapons transport or smuggling, sexual exploitation or abuse, internal sexual misconduct, abuse or exploitation of children, involvement in a criminal organization or any other criminal activity.
11. It treats its employees with dignity and respect and maintains social operating standards, including: working conditions and social rights; avoidance of child labor, bondage, forced labor, human trafficking or exploitation; assurance of safe and reasonable working conditions; freedom of association; freedom from harassment (including sexual harassment), exploitation, abuse, bullying and discrimination; protection of basic social rights of its employees and Mercy Corps beneficiaries.
12. To the best of its knowledge, no Mercy Corps employee, officer, consultant or other party related to Mercy Corps has a financial interest in the Company's business activities, nor is any Mercy Corps employee related to any owner, officer, director or employee of the company, and, if so, it will ensure that the relationship is disclosed to Mercy Corps and will not be used for improper influence. Discovery of an undisclosed Conflict of Interest will result in immediate revocation of the Company's Authorized Supplier status and disqualification of Company from participation in future Mercy Corps procurement.
13. It understands that attempting to or agreeing to provide anything of value to any Mercy Corps employee, agent or representative for the purpose of encouraging that person to award Company a contract or take or not take any action related to any contract will result in immediate termination of any agreement. Company certifies that it does not engage in such conduct.
14. It understands that Mercy Corps seeks fair and open competition and the fairest price available and that any attempt by company to subvert fair and open competition, including working with other bidders to fix prices, working to exclude competition, seeking confidential information from Mercy Corps or other bidders, using multiple related or controlled companies to give the appearance of competition, or any similar activity, will result in termination of any agreement. Company certifies that it does not engage in such conduct.
15. It understands that Mercy Corps prohibits any of its partners or suppliers from bribing public officials and certifies that it does not do so.
16. It is not conducting business under other names or aliases that have not been declared to Mercy Corps.

If the Company cannot certify to any of the above it should explain why not. Mercy Corps may take the individual circumstances into account for some situations. However, any false certification could be grounds for immediate disqualification and termination of any future agreement.

By signing the Supplier Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

Supplier Name:

اسم المجهز\ مزود الخدمة\ الشركة

Name of Representative:

اسم ممثل المجهز او ممثل الشركة

Title: Advocate

المنصب

Signature:

التوقيع

Date:

التاريخ

**Attachment to this document (ITB):**

- **BOQ.**
- **SoW Rehabilitation of Electrical Transformers in Ramadi - نطاق العمل**