



Palau Public Utilities Corporation

REQUEST FOR QUALIFICATION RFQ PUCW17-004 NGERIKIIL (AIRAI), MELEKEOK AND NGARCHELONG WATER DISTRIBUTION SYSTEM ASSESSMENT PROJECT

Issued on : January 06, 2017
Closing on : February 06, 2017
Request For Qualification No. (RFQ No.): RFQ-PUCW17-004
Employer : Palau Public Utility Corporation (PPUC)
PO Box 1372, Oldiais Building, Medalaii, Koror
Republic of Palau 96940
Country : Republic of Palau

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1. PREFACE

Notice is hereby given that Palau Public Utilities Corporation (PPUC) is requesting Statement of Qualifications / Proposals from multi-disciplined engineering consulting firms desiring to perform Professional Engineering Study, Design and Planning, for Water Distribution Systems Assessment. Statements of Qualification / Proposal and other submittals will be accepted until 4:00 PM on February 06, 2017. All Statements of Qualification / Proposal shall be reviewed and evaluated by PPUC personnel authorized to participate in the evaluation process until after the conclusion of negotiations and contract award to the firm to undertake Professional Engineering, Design and Planning for Water Distribution Systems Assessment.

This Request For Qualification (RFQ's) for Water Distribution Systems Assessment has been prepared by Palau Public Utilities Corporation - Water and Wastewater Operation (PPUC-WWO.) PPUC-WWO wishes to solicit RFQ's from all interested persons or firms eligible and with the capability to Assess and Design Potable Water Distribution Systems in the Republic of Palau.

2. PURPOSE

The purpose of this consultancy is to determine and map out the exact number of consumers and houses in three separate areas in Babeldaob that are not currently connected to the public water distribution system or are connected to a raw and untreated water line. These areas are Ngerikiil in Airai State, Ngermetong in Ngarchelong State, and Melekeok State.

PPUC will rely on this consultancy to assess the current water distribution systems including treatment facilities and sources to determine the raw water volume and treated water volume sufficiency to design a water distribution system network including appurtenances that will help maximize water pressure and improve water quality to these areas.

3. SCOPE OF WORK

The selected firm is expected and required to provide the following Scope of Work as directed by Palau Public Utilities Corporation (PPUC):

1. Ngerikiil, Airai State and Melekeok State:

- Survey for actual number of households and establishments that are not getting treated water.
- Topographic and site survey for actual terrain and geography.
- Perform necessary hydrologic/hydraulic analysis to accurately determine status of water distribution system.
- Design and sizing of a water distribution system that is cost effective and suitable for Ngerikiil, Airai setting. The proposed system should boost treated water supply pressure to all mapped out houses and establishment.

2. Ngermetong, Ngarchelong State:

- Survey for exact number of houses in Ngermetong that are not connected to the water system.
- Assess current water system for Ngarchelong including treatment facility, source and distribution system.

- Perform necessary hydrologic/hydraulic analysis to accurately determine status of water distribution system.
- Compute total water demand for Ngarchelong State that are connected to the current system.
- Compute water demand for Ngermetong.
- Conduct water quality analysis (chemical and physical) for treated water and raw water. Analysis should be done by a certified laboratory here in Palau or abroad.
- Conduct actual flow rate measurements of raw water discharge of the source to treatment facility. This will determine the exact volume of water that the treatment plant will process.
- Determine actual treatment plant output.
- Design and sizing of a distribution system complete with all appurtenances for Ngermetong.

3. Prepare budgetary cost estimate and material take off.
4. Prepare bid documents for project implementation.

4. SUBMITTAL REQUIREMENTS

I. General

All consultants responding to this RFQ shall provide sufficient information and data to fully allow a complete evaluation of their qualification. Information and data submitted by each consultant with the proposal shall be incorporated into documents by reference.

II. Required Information

Consultant must present satisfactory evidence to PPUC indicating their ability to meet the scope of work within a prompt time frame. In addition, to ensure consistency, responses should generally conform to the following:

- Cover Letter
- Company history and overview
- Provide organizational chart, and qualification of key personnel.
- Relevant project experience in the pacific region including references
- Synopsis of key personnel, project managers and facilities
- Firm's overall approach to planning, organizing, project management, and project execution
- Any additional information that demonstrates the firm's available resources, specialized experience and any other relevant information for this project
- Evidence of financial stability and capability to complete this project
- Signature page of person with authority to commit firm to contract
- Cost proposal should be submitted in a separate sealed envelope

5. BACKGROUND

A- Palau

The Republic of Palau comprises of 350 tropical islands and islets located in the westernmost part of Micronesia about 600 miles (960 kilometers) East of Mindanao, Philippines and some 800 miles (1,280 kilometers) southwest of Guam. Palau lies between 8°10'N/3°N Latitude and 132°45'/134°25'E Longitude. The main group of Palau Islands is dominated by the 150 square mile island of Babeldaob—Palau's largest land mass.

PPUC was created in 1994 as an electric supply company, the same year Palau gained independence as a sovereign nation. Since then, PPUC has been operating the national electric utility and the distribution facilities. On June 06, 2013 a Republic of Palau Public Law was signed that consolidated two independent public corporations, the Palau Water & Sewer Corporation and the Palau Public Utilities Corporation under one identity, the Palau Public Utilities Corporation (PPUC.)

Currently, PPUC serves about 6,400 customers and bills about 5.5 Million kwh and 60 Million gallons of water per month. Our services cover Koror (the economic capital), Babeldaop and the three outlying island states. PPUC currently employs 239 employees and maintains two administrative offices, five power plants and several water/ sewer stations.

B. OVERVIEW

Babeldaob is the largest island in Palau in terms of land mass. It is where the 10 states of the Republic of Palau are located including its capital state which is Melekeok. Demographically, the island of Babeldaob is only second from its neighboring island and State of Koror which is more populated.

In terms of water supply systems, there are 16 independent systems in Babeldaob, each has its own treatment facility, 14 of which utilizes a simple filtration and chlorination process. As an overview of the system, raw surface water from weirs and lagoons are conveyed to the treatment facilities through gravity flow some are pumped, this raw water then filtered by valveless filters (sand filter media) and chlorinated at the storage tanks which is the final stage of treatment prior to distribution.

Several locations in Babeldaob do not have access to treated water.

Ngerikiil Airai State

Ngerikiil is one of the hamlets in Airai State located in the northern part. To date out of 50 Residential Houses in Ngerikiil, 22 are directly supplied by the PPUC Pump Station located in Ngerikiil with untreated water. Even though the Ngerikiil area has an existing treated water distribution line, it is currently shut off. The Ngerikiil residents are unable to receive treated water due to their location. A few houses are located on the highest part of the Ngerikiil area which is about the same elevation with PPUC Airai Distribution Tank. This Airai Distribution Tank is located near the Palau International Airport (PIA).

In order to augment pressure and supply residents with treated water, investigation of the area and hydraulic consideration should be addressed. PPUC must design a suitable distribution system that can supply enough pressure to each and every resident in the Ngerikiil area.

Melekeok State

Melekeok is one of the States of Palau located in Babeldaob (main island) and is the country's capital. Melekeok's Water System utilizes filtration by Sand Filter Media and Chlorination. The main raw water source is a small lagoon.

Currently, there are 5 houses that are connected to the main transmission line between pump station and distribution tank. These houses receive raw and untreated water. The transmission pumps operate for about 24 hours a day.

In order for these residents to have a treated water supply, a new water distribution system must be designed or an alternative solution be formulated.

Ngarchelong (Ngermetong)

Ngarchelong is the northern most State in Babeldaob. Ngermetong is one of the hamlets that do not have a distribution line system consisting of about 25 houses or more. Residents are solely dependent on rain catchments as their main source of water supply.

In order for these residents to have Treated Water Supply, a new water distribution system should be designed or an alternative solution should be formulated.



KOROR AND BABELDAOB ISLANDS, REPUBLIC OF PALAU

6. STATEMENT OF QUALIFICATIONS REQUIREMENTS:

Interested firms or individuals may submit a Statements of Qualification to the Palau Public Utilities Corporation, P.O. Box 1372, Koror, Palau 96940. One (1) Original and Five (5) copies plus One (1) Soft Copy of the Statements of Qualification labelled "Water Distribution Systems Assessment" are due by the time and date listed above. Due to slow and sometimes unreliable internet and telecom services, Electronic or Fax submittals shall not be accepted.

7. PPUC ADVICE AND ASSISTANCE

PPUC will provide support for preliminary inspections by bidders, to ensure that the location of this project is known and defined.

8. OBTAINING RFQ

Electronic copies of the RFQ may be obtained by emailing the nominated Contact Officer below, or from the PPUC website www.ppuc.com. All prospective bidders are requested to provide their contact details (company name and website, contact person, email and telephone number) to ensure they receive any updates to the RFQ.

PPUC will also issue hard copies of the RFQ on request at Palau Public Utilities Corporation (PPUC), Oldiais Building, Medalaih, Koror PO Box 1372, Republic of Palau 96940.

Contact Officer:

The contact officer for this RFQ is:

Mr SOFRONIO B. MAHOR
Chief Procurement Officer
PPUC
Oldiais Building, Medalaih, Koror
PO Box 1372,
Republic of Palau 96940
Telephone No.: 680-488-3870/ 3872
E-mail Address: ponz@ppuc.com

9. SUBMISSION OF PROPOSALS

Interested Designers may submit their sealed Proposal hardcopy to PPUC- Main Office, 2nd Floor, Oldiais Building, Medalaih, Koror, Palau 96940, or by email to the nominated Contact Officer. For inquiries regarding submission of quotations, please contact Mr. Mahor as noted above.

10. EVALUATION AND SELECTION PROCESS

PPUC retains the right to award any or all portions of the work if it is in its best interest to do so. PPUC will select the firm that in its sole opinion best meets its requirements. A business license in Palau is not required in order to enter into a contract with PPUC.

PPUC will evaluate and rank all the Designers who submit their Statements of Qualification in response to this Request for Qualifications. Discussion may then be conducted with those responsible Designers determined by PPUC to be most qualified for the project to further assess their qualifications and capability to undertake the work. In conducting any discussions, PPUC shall not disclose any information derived from competing consultants. Offerors shall be accorded fair and equal treatment with respect to any opportunity or discussion.

The first ranked Designer may be invited to Palau for an interview.

PPUC will enter into negotiations with the top ranked firm and/or individuals with the purpose of reaching mutual agreement regarding budget, schedule and other factors of the work. If PPUC cannot reach a mutual agreement with top ranked firm or individual, negotiations will be terminated and negotiations shall be undertaken with the second highest ranked firm and so on to the third and fourth

ranked consultant, etc. until a satisfactory agreement can be reached between the parties and the contract awarded.

Award shall be made to the responsible offeror whose qualifications are determined to be most advantageous to PPUC taking into consideration evaluation factors such as completeness of information provided in the RFQ process, detail and clarity of Statement of Qualification, past experiences in this type of work, and other factors set forth in the submitted information.

After evaluation, selection, negotiation and award, the Designer shall be required to execute a contract with PPUC for the work.

A. Criteria

Each proposal will be evaluated initially by a specially convened committee in line with the criterion set forth in this section. All proposals and their separate components will be subjected to the same evaluation criteria and process.

The criteria used to evaluate the RFQ responses will include, but not be limited to the following:

1. Compliance with proposal requirements (15%). All proposals will be reviewed for their compliance with instructions set forth herein by PPUC and meets the requirements of this RFP.
2. Bidders Qualifications (40%). All proposals will be evaluated as to the quality of the "team" and the background and experience of the organization submitting proposals. Main focus of Offeror's evaluation would be Offeror's ability to deliver products and services in this RFP. Screening analysis to identify areas of each proposal which needs clarifying will also be done.
3. Bidders Capability(25%). All proposals will be reviewed / evaluated as to the Bidders capacity to complete the project and financial stability.
4. Cost Proposal (20%).

11. GENERAL CONDITIONS

- A. Designer are required to submit their proposals based upon the conditions expressed in these instructions
 - i. RFQ Modification: This RFQ does not commit PPUC to award a contract, to pay any costs incurred in the preparation of the proposal under this request, or to procure or contract for services. PPUC also reserves the right to accept or reject any or all proposals received under this request, to negotiate with qualified Bidder, or to cancel in whole or in part this RFP, if it is in the best interest of PPUC to do so. Prospective Bidder under this RFQ may be required to participate in negotiations and to submit any price, or technical revisions to their proposals as may result from the negotiation process.
 - ii. Transfer of property: All proposals shall become PPUC property.
 - iii. Conformity: The PPUC procurement regulations shall apply to all proposals and winning contractor shall be bound by them.
 - iv. Submission of the Proposal:

1. A cover page with a table of contents
 2. An executive summary page that summarizes the corporate history, contractor's ability to satisfy the requirements of this RFQ, project cost and a synopsis of salient details required in this RFQ.
 3. The proposals shall be sealed in a package and should include:
 - a. The Contractors information (i.e., Name, Address, and Contact) on the outside package
 - b. The RFQ# on the outside of the package that should be submitted NOLATER THAN 4:00 PM of CLOSING DATE-Palau Time.
 [Note: The RFP # should be in big fonts.]
 - c. The sealed package should include the original plus five (5) copies of the proposal and One(1) Electronic Copy.
- v. Inquiries: Any inquiries, requests, clarification, or additional information pertaining to this RFP shall be made in writing, by email or fax through the contacts provided

12. CONTRACT CLAUSES

A. All contracts shall, at a minimum, contain the following clauses:

- | | |
|--|--------------------------|
| 1. Governing Regulations | 13. Commencement of Work |
| 2. Penalties for Violation of Regulations | 14. Liquidated Damages |
| 3. Contract Disputes | 15. Schedule |
| 4. Gratuities | 16. Clear Title |
| 5. Kickbacks | 17. Taxes |
| 6. Representation of Contractor Concerning Contingent Fees | 18. Force Majeure |
| 7. Changes | 19. Relationship |
| 8. Stop Work Order | 20. Entire Agreement |
| 9. Termination for Defaults or Convenience | 21. Assignment |
| 10. Approvals, Certificates, Permits and Licenses | 22. Subcontract |
| 11. Laws and Regulations | 23. Contracting Officer |
| 12. PPUC's right to inspect | |

13. CONTACT DETAILS

Sofronio "Pons" Mahor
PPUC Contracting Officer
PPUC Procurement Division
Tel: (680) 488-5320 Fax: (680) 488-4499
Email: ponz@ppuc.com

Dave Dengokl
Acting WWO Manager
PPUC Water and Wastewater Operation
Tel: (680) 488-8760 & 488-8762
Email: dave@ppuc.com

Hasintaldechong
PPUC Acting Chief Financial Officer
PPUC Accounting and Finance Division
Tel: (680) 488-5320 Fax: (680) 488-4499
Email: hidechong@ppuc.com

Richard Basiya
WWO Civil Engineer
PPUC Water and Wastewater Operation
Tel: (680) 488-8760 & 488-8762
Email: richard@ppuc.com

BID

Letter of Proposal

Date: _____/_____/_____

RFQ No.: RFQ-PUCW17-004

Designer for Ngerikiil (Airai), Melekeok & Ngarchelong Water Distribution System Assessment Project.

To: The Chief Executive Officer / General Manager
Palau Public Utilities Corporation

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the RFQ, including Addenda issued in accordance (if any);
- (b) The price of our Bid, excluding any discounts offered in item (d) below is the sum of: [amount of local currency in words], [amount in figures]
- (c) Our bid shall be valid for a period of days from the date fixed for the bid submission deadline in accordance with the RFQ, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (e) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (f) We accept full responsibility for the health and safety of persons employed by us in completing the works under this Quotation.

Name

In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date

Appendix 2: Schedules of Rates and Prices

Price Schedules

General

1. The Request for Proposal will be a Lump Sum Quotation for completion of all specified works.
2. The Schedules generally describe the works to be performed. Bidders shall be deemed to have read the RFQ and visited the sites to ascertain the full scope of the requirements prior to filling in the price. The entered price shall be deemed to cover the full scope as aforesaid, including overheads and profit.
3. If bidders are unclear or uncertain as to any item, they shall seek clarification in writing prior to submitting their bid.

Pricing

4. Prices shall be entered in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.
5. Bid prices shall be quoted in United States Dollars, in the manner indicated in the Bid Form of the RFQ. For each item, bidders shall complete each appropriate column in the respective Schedules, giving the price breakdown as indicated in the Schedules.
6. Payments will be made to the Contractor in United States Dollars.
7. When requested by the Employer for the purposes of making payments or partial payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

ITEM	DESCRIPTION OF WORKS	Price USD (Incl Taxes and Duties)
1	Mobilization / Demobilization	
2	Laboratory Tests	
3	Engineering Cost	
4	Design Cost	
5	Specification Cost	
6	Estimate Cost	
7	Miscellaneous	
TOTAL COST PROPOSAL		\$ _____

Name of Bidder _____

Signature of Bidder _____