

### **SoW for the Establishment of Household Biodigester**

Nature Based Adaptation towards Prosperous and Adept Lives & Livelihoods in Bangladesh (NABAPALLAB) Project is planning to establish 'Household Level Biodigester' in different union level locations under Sarankhola, Mongla, Morrel and Rampal Upazilas in Bagerhat District. The British High Commission of Bangladesh has selected a CARE Bangladesh led consortium to implement the project titled 'Nature Based Adaptation towards Prosperous and Adept Lives & Livelihoods in Bangladesh (NABAPALLAB/ নবপল্লব)' in two Ecologically Critical Areas (ECA) – Sundarbans and Hakaluki Haor. The other consortium members are CNRS, CordAid, C3ER-BRAC University, Dushtha Shasthya Kendra (DSK), Friendship, Humanity & Inclusion (HI), iDE, and Practical Action. It is a key component of the Bangladesh-UK Accord on Climate Change and will deliver the adaptation outcome of the FCDO's flagship Bangladesh Climate and Environment Programme (BCEP). The programme will make a significant contribution in Bangladesh to progress against GoB's policies and priorities e.g., National Adaptation Plan (NAP), Nationally Determined Contribution (NDC), commitments to biodiversity conservation, ongoing 8th Five Year Plan, etc. And it will also contribute to UK's commitment to International Climate Finance (ICF).

#### **Objectives:**

- To design and execute to complete the setup of Biodigester based on the BoQ and deliver it to the beneficiaries with the technical orientation about how to use it.
- To ensure quality materials, timely delivery, and adherence to safety and structural standards.
- To facilitate a conducive working environment aligned with project requirements and specifications.

#### **Deliverables:**

- Complete installation and setup of bio-digester plant.
- Training sessions and user manuals
- Handson orientation about how to use the Biodigester and regular maintenance
- Maintenance and after sale service plan
- Warranty and guaranty of the supplied materials

Site Location: Different locations at union level under Mongla, Rampal, Sarankhola and Morrelganj Upazilla in Bagerhat District. The list is attached herewith.

#### **Eligibility Criteria:**

- Have proven experience in supplying and installing bio-gas plan/ bio-digester installation for The last 5 years.
- Team composition should include 2-3 technical expert in the implementation team
- The supplier have the local offices/outlets/agents/dealers point/assigned staff stationed preferably within the mentioned locations

Timeline:

Awarded bidder should complete the installation and commissioning within 60. Days/months after receiving the purchase order.

Evaluation Criteria: The service provider will be evaluated based on the following weight: 100 marks.

- Technical Score: 70
- Financial Score: 30

**Technical Evaluation Criteria:**

Offers will be scored from 1 to 5, where 1 is Unacceptable and 5 is Excellent.

	Criteria	Percentage score
<b>A</b>	<b>Overall Proposal Suitability (Based on RFQ)</b>	<b>20</b>
1	Full understanding of the assignment and quality of the proposed equipment/goods that meet the required standard	
<b>B</b>	<b>Previous Work and Awards</b>	<b>30</b>
1	Provide minimum 3 to 5 or more client experiences or testimonials or work completion certificate or purchase order. The number of 5 POs will carry full marks less the numbers will decrease the marks as proportionate	
<b>C</b>	<b>Technical Expertise and Organizational Experience</b>	<b>15</b>
1	Organizational profile and team composition	
<b>D</b>	<b>Sustainability impact</b>	<b>5</b>
1	Ensure how the interventions/system will create positives environmental impact within the community	
Total		<b>70</b>

**Financial Evaluation Criteria:**

Only the participating bidders will be considered for this evaluation, and the lowest bidders will be assigned with full/highest marks that are 30 and the subsequent highest bidders will get proportionate lower score out of 30.

The total score derived from the mentioned proposals (technical and financial) will be the final score out of 100. CARE Bangladesh also reserves the right to cancel, disqualify any proposal without explaining any reason whatsoever.

**Application Process:**

If you are interested and feel competent in carrying out this very exciting assignment, please submit technical and financial proposals in two separate documents.

**Technical Proposal:**

1. Bill of Materials (BoM) with technical details/specification and warranty information
2. Gant chart of assignment
3. Provide minimum 3 to 5 or more client experiences or testimonials or work completion certificate or purchase order
4. Provide training and orientation plan
5. Maintenance and after sale service plan
6. Company profile and CV of key members

**Financial Proposal:**

1. Financial Proposal as per BoQ that should include all associated costs such as site assessment, loading-unloading cost, labour cost, transportation cost, govt. circulated vat/tax etc.

**Payment Schedule:**

•100% payment will be released upon successful completion of the construction, including full installation, functional operation, orientation and final verification by CARE Bangladesh, in accordance with the agreed specifications and standards.

Payments in local currency will be paid as per standard procedure. There will not be any scope to pay in advance before starting work. Vendor shall provide CARE Bangladesh with periodic and final invoice statements indicating Services performed, expenses incurred, past payments made, and any other information CARE Bangladesh shall reasonably request. Vendor shall provide a final invoice statement whenever requested by CARE Bangladesh up to sixty (60) days after the date set for the completion of the Services in this SOW.

CARE Standard Payment Terms are 30 days from receipt of goods or service and accurate & complete invoice acceptable to CARE Bangladesh.

**Security Money:**

•Vendors will deposit 10% of their order value as security money/ performance guarantee. CARE BD will keep this amount from the date of award and will be released after 01 year with proper post-construction support

**Pre BID meeting:** Pre-bid meeting schedule will be given in the RFP.

**Penalty Clause:**

This Terms of Reference (ToR)/Scope of Work (SoW) is a binding part of the contract between CARE Bangladesh and the selected vendor. In case of delays, incomplete construction, or failure to meet quality standards, CARE Bangladesh reserves the right to enforce penalties. These may include payment deductions, termination of the agreement, or disqualification from future engagements, depending on the extent of non-compliance

SI No.	Total Delay with Respect to Agreed Handover Schedule	% to be deducted on the contracted value
a	First 10 days	1%
b	11 to 15 days	2.50%
c	15 to 30 days	3%
d	Above 30 days	5%
e	Beyond 30 days	Contract termination may be considered as per Purchase Order (PO) terms

**Note:** Penalty deductions will not apply if a formal extension of the completion date is requested in writing and approved by CARE Bangladesh after the original deadline.

**Environmental and Regulatory Compliance**

All services performed under the Contract shall strictly adhere to all applicable international, national, and local environmental laws and regulations. The selected vendor shall exercise environmental sensitivity throughout the execution of the contract. This includes, but is not limited to:

- Use of products, equipment, and methods that promote energy conservation and efficient resource utilization.
- Proper collection, handling, and disposal of all waste materials in accordance with local environmental regulations and at authorized disposal facilities.

**Safety, Security & Losses:**

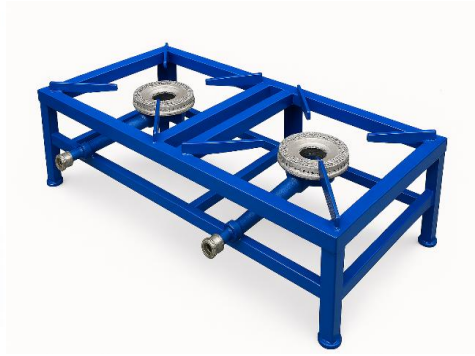
The selected vendor will be solely responsible for:

- Managing all logistics related to the installation, commissioning and handover of the system including transportation, storage, handling of materials, and site supervision.
- Bearing full responsibility for any losses, damages, or theft that occur during material storage, handling, or transportation to construction sites.
- Ensuring that no child labor is employed at any stage of the construction, in compliance with the Bangladesh Labour Act, 2006, and applicable national and international labor standards.

**Sample Picture:**



Biodigester / Biogas



Double burner



Pressure gauge and

