**Bid Data Sheet (BDS)**

**A. Introduction**

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| **1** | The Employer is: **SNV Netherlands Development Organization** |
| **2** | The name of the bidding process is shown below:  **LOT N**   |  | | --- | | Lot N1: Construction of 2No 4-seater KVIP latrine at Ko A & B Primary School in the Nandom Municipality the Upper West Region | | Lot N2: Construction of 2No 4-seater KVIP latrine at Zimuopare Primary School in the Nandom Municipality the Upper West Region | | Lot N3: Construction of 2No 4-seater KVIP latrine at Kandemegagn Basic School in the Nandom Municipality the Upper West Region | | Lot N4: Construction of 2No 4-seater KVIP latrine at Gengenkpe Primary School in the Nandom Municipality the Upper West Region | | Lot N5: Construction of 2No 4-seater KVIP latrine at Kogle Primary School in the Nandom Municipality the Upper West Region | |
|  | **LOT L**   |  | | --- | | Lot L1 : Construction of 2No 4-seater KVIP latrine at St. Mary's RC Primary School at Hamile in the Lambussie District of the Upper West Region | | Lot L2: Construction of 2No 4-seater KVIP latrine at Lambussie T.I Basic School in the Lambussie District of the Upper West Region | | Lot L3: Construction of 2No 4-seater KVIP latrine at Karni Dampuo Basic School in the Lambussie District of the Upper West Region | | Lot L4: Construction of 2No 4-seater KVIP latrine at Banguor Basic School in the Lambussie District of the Upper West Region | | Lot L5: Construction of 2No 4-seater KVIP latrine at Piina RC Primary School in the Lambussie District of the Upper West Region  Lot L6: Construction of 2No 4-seater KVIP latrine at Dindee Basic School in the Lambussie District of the Upper West Region | |  | |
| **3** | Name of the Project: **Healthy Future for All (HF4A)** |
| **4** | The individuals or firms in a JV **SHALL BE** jointly and severally liable. |

**B. Bidding Documents**

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| **5** | For **Clarification purposes** only, the Employer’s address is:  **The Country Director**  **SNV Netherlands Development Organisation**  **No. 10 Maseru Street, East Legon**  **P. O. Box KA 30284 Airport, Accra -Ghana** |
| **6** | A Pre-Bid meeting **SHALL NOT** take place.  Bidders are advised to visit proposed sites to better inform costing |

**C. Preparation of Bids**

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| **7** | The language of the bid is: **ENGLISH** |
| **8** | The following schedules or documents shall be submitted.   1. Letter of Bid 2. Equipment holding with proof of ownership (as detailed in bid requirements above) 3. Methodology (describing approach to deploy all materials and labour / method statement / material schedule) 4. Completed, signed and stamped bill of quantities (BoQ) 5. Detailed Program of works with specific start and completion dates |
| **9** | Alternative times for completion **SHALL NOT BE** permitted. |
| **10** | The prices quoted by the Bidder **SHALL NOT BE** subject to adjustment during the performance of the Contract. |
| **11** | The prices shall be quoted by the bidder in: **GHANA CEDIS** and nationality of bidders shall be Ghana. |
| **12** | The evaluation shall consider any discounts offered by the bidder |

**D. Submission and Opening of Bids**

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| **13** | Bidders **SHALL** be submitted electronically through [ghanaprocurement@snv.org](mailto:ghanaprocurement@snv.org) |
| **14** | Bidding Documents:  Bidders should ensure documents are submitted in 2 separate **PDF files** named **“Technical proposal”** and **“Financial proposal”** accordingly. The subject of the email should take this format; “*Name of bidding company \_Lot number\_ HF4A”*.The body of the email shall contain the lot number and details of the works.  Deadline for the bid submission is May 14th, 2024, at 16:00 hours GMT |
| **15** | **Bid opening and review.**  SNV will evaluate bids with an internal committee without the presence of Bidders. Therefore, the Bidder's initial offer should contain the Bidder's best proposals in terms of price and technical submissions. |
| **16** | A Contract award will be executed, and the conditions and terms will be the final binding document. |
| **17** | Bidders CAN bid for a maximum of (3) Lots but are advised to bid for works for which they have proven experience.  ***SNV however reserves the rights to award a maximum of one (1) Lot regardless the number of bids submitted by a firm.*** |