

LRPS-2026-9205432

04 Aug 2026

UNITED NATIONS CHILDREN'S FUND (UNICEF)**Wishes to invite you to submit a proposal for**

Expansion and Renovation of existing Isolation Unit of the Infectious Disease Hospital (IDH),
Mohakhali, Dhaka, Bangladesh.

Bid submission deadline is Sunday, 30 August 2026 at 11:00 hrs. local time (GMT+6)

Proposals should be sent by:

Letter to:**1. Request for Proposal**

United Nations Children's Fund (UNICEF) wishes to procure the above mentioned services through a competitive bidding process. In this respect, UNICEF would like to invite your organization to submit technical and financial proposals as outlined in this request for proposal and the terms and conditions contained herein.

2. Request for Information

For any query, please contact the Contracts Officer, Supply & Procurement Section by email: zkabir@unicef.org and flozario@unicef.org. All queries will be entertained during the pre-bid meeting and maximum by following 3 working days of the meeting.

IMPORTANT: BIDS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE - ANY BIDS SENT TO THE ABOVE NAMED INDIVIDUAL WILL BE DISQUALIFIED.

3. Site Visit and Pre-bid meeting / Conference

Site visit: Date: Thursday 13 August 2026 Time: 2PM - 4 PM

UNICEF Focal Person: Toukir Ahmmmed, Email: toukirrony@gmail.com;

Online Pre-bid briefing: Sunday, 16 August 2026 at 03:00PM

Meeting link will be shared in the email.

4. Submission Deadline and Proposal opening

The deadline for submission of proposals is as follows:

Due date: Sunday, 30 August 2026

Local Dhaka Time: 11:00 hours (GMT 6+)

The responses of this LRPS should be submitted ONLY to the email ID: ebidsbangladesh@unicef.org; No staff members should be copied in that email. Proposals can be sent in batches not to exceed UNICEF's e-mail size quota of ten (10) megabytes per e-mail.

PLEASE REFER TO DETAILED INFORMATION IN SPECIAL NOTES – PART II, 1.1. FOR MODE OF SUBMISSION.

Any proposals received by UNICEF after the submission deadline will be rejected.

THIS REQUEST FOR PROPOSAL FOR SERVICES HAS BEEN:

Prepared By: *Florence Rozario*

Date: 09-08-2026

(To be contacted for additional information, NOT FOR SENDING PROPOSALS)

Email : flozario@unicef.org

Approved By: *Paul Kalir*
Chief Supply & Logistics/OiC

Date: 09-08-2026

REQUEST FOR PROPOSAL FOR SERVICES FORM

This FORM must be completed, signed and returned to UNICEF.

Proposal must be made in accordance with the instructions contained in this Request for Proposal for Services (RFPS).

TERMS AND CONDITIONS OF CONTRACT

Any Contract resulting from this RFPS shall contain UNICEF General Terms and Conditions for Institutional and Corporate Contracts and any other Specific Terms and Conditions detailed in this RFPS.

INFORMATION

Any request for information regarding this RFPS must be forwarded by email to the person who prepared this document, with specific reference to the RFPS number.

The Undersigned, having read the Terms and Conditions of RFPS No. **LRPS-2026-9205432** set out in the attached document, hereby offers to execute the services specified in this document.

Currency of Proposal: _____

Validity of Proposal: _____

Please indicate which of the following Early Payment Discounts Terms are offered by you:

10 Days 3.0%_____15 Days 2.5%_____20 Days 2.0%_____30 Days Net_____Other_____

Declaration

The undersigned, being a duly authorized representative of the Company, represents and declares that:

1.	The Company and its Management ¹ have not been found guilty pursuant to a final judgment or a final administrative decision of any of the following:	YES	NO
	a. fraud;	☐	☐
	b. corruption;	☐	☐
	c. conduct related to a criminal organization;	☐	☐
	d. money laundering or terrorist financing;	☐	☐
	e. terrorist offences or offences linked to terrorist activities;	☐	☐
	f. sexual exploitation and abuse;	☐	☐
	g. child labour, forced labour, human trafficking; or	☐	☐
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Company or its Management).	☐	☐

¹ "Management" means any person having powers of representation, decision-making or control over the Organization. This may include, for example, executive management and all other persons holding downstream managerial authority, anyone on the board of directors, and controlling shareholders.

2.	The Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of grave professional misconduct .	☐	☐
3.	The Company and its Management are not: bankrupt, subject to insolvency or winding-up procedures, subject to the administration of assets by a liquidator or a court, in an arrangement with creditors, subject to a legal suspension of business activities, or in any analogous situation arising from a similar procedure provided for under applicable national law.	☐	☐
4.	The Company and its Management have not been the subject of a final judgment or a final administrative decision finding them in breach of their obligations relating to the payment of taxes or social security contributions.	☐	☐
5.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found they created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration, or principal place of business (<i>creating a shell company</i>).	☐	☐
6.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found the Company was created with the intent referred to in point (5)(<i>being a shell company</i>).	☐	☐

The UNICEF reserves the right to disqualify the Company suspend or terminate any contract or other arrangement between the UNICEF and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.

It is the responsibility of the Company to immediately inform the UNICEF of any changes in the situations declared.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNICEF and the Company.

Signature:

Date:

Name & Title:

Name of the Company:

UNGM #:

Postal Address:

E-mail :

PART I – PURPOSE OF THIS REQUEST FOR PROPOSALS FOR CONSTRUCTION WORKS

1. BACKGROUND

- 1.1 UNICEF promotes the rights and wellbeing of every child, in everything we do. Together with our partners, we work in 190 countries and territories to translate that commitment into practical action, focusing special effort on reaching the most vulnerable and excluded children, to the benefit of all children, everywhere.

2. SOLICITATION

- 2.1 The purpose of this Request for Proposals for Construction Works “RFPS”) is to invite proposals for Expansion and Renovation of existing Isolation Unit of the Infectious as fully detailed in the Terms of Reference attached at Annex B
- 2.2 This RFPS document is comprised of the following:
- This document
 - [The UNICEF Standard Contract for Construction Works \(Form A\)](#) and [Standard Contract for Construction Works \(Form B\)](#) which are attached as Annex A to this document
 - The full Terms of Reference attached at Annex B
 -
- 2.3 This RFPS is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights. No binding contract, including a process contract or other understanding or arrangement, will exist between the Proposer and UNICEF and nothing in or in connection with this RFPS shall give rise to any liability on the part of UNICEF unless and until a contract is signed by UNICEF and the successful Proposer.

PART II – PROPOSAL SUBMISSION PROCESS

1. PROPOSAL SUBMISSION SCHEDULE

- 1.1 Acknowledgement of receipt of RFPS. Proposers are requested to inform UNICEF as soon as possible by to at that they have received this RFPS.

IMPORTANT: PROPOSALS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE – ANY PROPOSALS SENT TO THE ABOVE NAMED INDIVIDUAL WILL BE DISQUALIFIED.

- 1.2 Questions from Proposers. Proposers are required to submit any questions in respect of this RFPS by to at . The deadline for receipt of any questions is and 00:00 Hrs.

IMPORTANT: PROPOSALS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE – ANY PROPOSALS SENT TO THE ABOVE NAMED INDIVIDUAL WILL BE DISQUALIFIED.

Proposers are required to keep all questions as clear and concise as possible.

Proposers are also expected to immediately notify UNICEF in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the RFPS, providing full details. Proposers will not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.

UNICEF will compile the questions received. UNICEF may, at its discretion, at once copy any anonymized question and its reply to all other invited Proposers and/or post these on the UNICEF website and/or respond to the question at a bid conference. After any such bid conference, a Questions and Answers document may be prepared and will be made available in public.

- 1.3 Amendments to RFPS Documents. At any time prior to the Submission Deadline, UNICEF may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Proposer, modify the RFPS documents by amendment. If the RFPS was available publicly online, amendments will also be posted publicly online. Further, all prospective Proposers who have received the RFPS documents directly from UNICEF will be notified in writing of all amendments to the RFPS documents. In order to afford prospective Proposers reasonable time in which to take the amendment into

account in preparing their Proposals, UNICEF may, at its sole discretion, extend the Submission Deadline.

1.5 Bid conference. Not Applicable.

1.6 Submission Deadline. The deadline for submission of proposals is as follows: and 00:00 Hrs.

Any proposals received by UNICEF after the Submission Deadline will be rejected.

1.7 Proposal Opening. Due to the nature of this RFPS, there will be no public opening of proposals

1.8 Proposal Submission Instruction:

1.8.1: The Request for Proposal for Construction Works Form must be signed, and submitted together with the Proposal. The Request for Proposal for Construction Works Form should be signed by the duly authorized representative of the submitting company.

1.8.2: SEALED PROPOSALS (SUBMISSION BY LETTER)

They must be clearly marked as follows:

* Outer sealed envelope:

Name of company

INSERT RFPS NO.

UNICEF Office Name

Address:

Inner sealed envelope - Technical Proposal (1 original and 2 copies): Name of company, RFPS number - technical proposal

Inner sealed envelope - Price Proposal (1 original and 2 copies): Name of company, RFPS number - price proposal

In case of any discrepancy between an original and a copy, the original will prevail.

Proposals received in any other manner will be invalidated.

Any delays encountered in the mail delivery will be at the risk of the Proposer.

2. LANGUAGE

2.1 The Proposal prepared by the Proposer and all correspondence and documents relating to the Proposal exchanged by the Proposer and UNICEF, will be written in . Supporting documents and printed literature furnished by the Proposer may be in another language provided that they are accompanied by an appropriate translation in . When interpreting the Proposal, the translated version of these supporting documents and printed literature will prevail over the original version of these documents. The sole responsibility for translation, including the accuracy of the translation, will rest with the Proposer.

3. VALIDITY OF PROPOSALS; MODIFICATION AND CLARIFICATIONS; WITHDRAWAL

3.1 Validity Period. Proposers must indicate the validity period of their Proposal. Proposals should be valid for a period of not less than one hundred and twenty (120) days after the Submission Deadline. UNICEF reserves the right not to consider proposals that are valid for a shorter period of time. UNICEF may request the Proposer to extend the validity period. The Proposal of Proposers who decline to extend the validity of their Proposal shall become disqualified as no longer valid.

- 3.2 Other Changes. All changes to a Proposal must be received by UNICEF prior to the Submission Deadline. The Proposer must clearly indicate that the revised Proposal is a modification and supersedes the earlier version of the Proposal, or state the changes from the original Proposal.
- 3.3 Withdrawal of Proposal. A Proposal may be withdrawn by the Proposer on e-mailed or written request received by UNICEF from the Proposer prior to Submission Deadline. Negligence on the part of the Proposer confers no right for the withdrawal of the Proposal after it has been opened.
- 3.4 Clarifications Requested by UNICEF. During the evaluation of Proposals, UNICEF may, in its sole discretion, seek clarifications from any Proposer in order for UNICEF to fully understand the Proposer's Proposal and assist in the examination, evaluation and comparison of Proposals. UNICEF may seek such clarifications through written communications or may request an interview with any Proposer. During this clarification process, no change in the price or substance of the Proposal will be sought, offered or permitted, except as required in order to allow for correction of arithmetical errors discovered by UNICEF.
- 3.5 References. UNICEF reserves the right to contact any or all references supplied by the Proposer(s) and to seek references from other sources as UNICEF deems appropriate.

4. ELIGIBILITY; PROPOSER INFORMATION

- 4.1 Proposer. The term "Proposer" refers to those companies that submit a proposal pursuant to this RFPS and "Proposal" refers to all the documents provided by the Proposer in its response to this RFPS. A Proposer will only be eligible for consideration if it complies with the representations set out in Part V of this RFPS, including the representations on ethical standards, including conflicts of interest.
- 4.2 Joint Venture, Consortium or Association.
- (a) If the Proposer is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the proposal, each such legal entity will confirm in their joint Proposal that:
 - (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally, and this will be evidenced by a Joint Venture Agreement among the legal entities, which will be submitted along with the Proposal; and
 - (ii) if they are awarded the contract, the designated lead entity will enter into the contract with UNICEF, who will be acting for and on behalf of all the member entities comprising the joint venture.
 - (b) After the Proposal has been submitted to UNICEF, the lead entity identified to represent the joint venture will not be altered without the prior written consent of UNICEF.
 - (c) If a joint venture's Proposal is the Proposal selected for award, UNICEF will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities and will be solely responsible for the coordination and implementation of the works. All payments for the accepted works will only be made to the lead entity only.
- 4.3 Proposals from Government Organizations. The eligibility of Proposers that are wholly or partly owned by the Government will be subject to UNICEF's further evaluation and review of various factors such as being registered as an independent entity, the extent of Government ownership/share, receipt of subsidies, mandate, access to information in relation to these RFPS documents, and others that may lead to undue advantage against other Proposers, and the eventual rejection of the Proposal.
- 4.4 Proposals from organizations where the sole proprietor is a former or retired UNICEF/UN staff member. Any organization, whose sole proprietor is a former or retired staff member of UNICEF (or any other United Nations organization), which submits a Proposal must disclose his/her previous United Nations employment at the time of submission. Any such Proposal will be treated as though the Proposal came from an individual for the purposes of UNICEF's standard conditions on contracting former and retired members of staff.

5. PREPARATION OF OFFER

- 5.1 Proposers are responsible to inform themselves in preparing their Proposal. In this regard, the Proposers will ensure that they:
- Examine all terms, requirements and formal submission instructions (e.g. regarding form and timing of submission, marking of envelopes, no price information in technical proposal etc.) included in the RFPS documents (including the Instruction to Proposers section);
 - Review the RFPS to ensure that they have a complete copy of all documents;
 - Review the UNICEF Standard Contract for Construction Works (Form A) and Standard Contract for Construction Works (Form B) publicly available on the UNICEF Supply website: <https://www.unicef.org/supply/resources/procurement-policies> ;
 - Review the UNICEF policies publicly available on the UNICEF Supply website: <https://www.unicef.org/supply/resources/procurement-policies>.
In particular, Proposers should familiarize themselves with the obligations imposed on suppliers and their personnel and sub-contractors under the UNICEF Policy Prohibiting and Combatting Fraud and Corruption and the UNICEF Policy on Conduct Promoting the Protection and Safeguarding of Children;
 - Attend any bid conference if it is mandatory under this RFPS;
 - Fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the works.
- Proposers acknowledge that UNICEF, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy or completeness of this RFPS or any other information provided to the Proposers.
- 5.2 Failure to meet all requirements and instructions in the RFPS documents or to provide all requested information will be at the Proposer's own risk, and may result in rejection of the Proposer's Proposal.
- 5.3 The Proposal must be organized to follow the format of this RFPS. Each Proposer must respond to the stated requests or requirements, and indicate that the Proposer understands and confirms acceptance of UNICEF's stated requirements. The Proposer should identify any substantive assumption made in preparing its offer. The deferral of a response to a question or issue to any contract negotiation stage is not acceptable. Any item not specifically addressed in the Proposal will be deemed as accepted by the Proposer. Incomplete or inadequate responses, lack of response or misrepresentation in responding to any questions will affect the evaluation of the Proposal.
- 5.4 All references to descriptive materials should be included in the appropriate Proposal paragraph, though the material/documents themselves may be provided as annexes to the Proposal. The Proposer must also provide sufficient information in the Proposal to address each area of the evaluation criteria as presented in this document to allow a fair assessment of all of the Proposers and their Proposals. It is for UNICEF to determine, in its sole discretion, whether information provided is sufficient.
- 5.5 The completed and signed Request for Proposal for Construction Works Services Form must be submitted together with the Proposal. The Request for Proposal for Construction Works Form must be signed by a duly authorized representative of the Organization/Company.
- 5.6 Proposals must be clearly marked with the RFPS number.
- 5.7 If answer sheets are provided by UNICEF then these must be completed by the Proposer.
- 5.8 **Technical Proposal:** The Technical Proposal should address the criteria and requirements outlined in this RFPS, paying particular attention to its Terms of Reference and its evaluation criteria. It is important to note that UNICEF actively welcomes innovative proposals and original solutions to the stated service need. **NO PRICE INFORMATION SHOULD BE CONTAINED IN THE TECHNICAL PROPOSAL.**
- 5.9 **Price Proposal:** The Price Proposal should be prepared in accordance with the requirements contained in the Terms of Reference for this RFPS.
- 5.10 Each Proposer acknowledges that its participation in any stage of the solicitation process for this RFPS is at its own risk and cost. The Proposer is responsible for, and UNICEF is not responsible for, the costs of preparing its Proposal or response to this RFPS, attendance at any bid conference, site visit, meetings or

oral presentations, regardless of the conduct or outcome of the solicitation process.

5.11 The Proposer's Proposal will include all the annexes attached to the Terms of Reference.

6. PROPOSAL DOCUMENTS; CONFIDENTIALITY

- 6.1 This RFPS, together with all Proposal documents provided by the Proposer to UNICEF, will be considered the property of UNICEF and Proposals will not be returned to the Proposers.
- 6.2 Information contained in the Proposal documents, which the Proposer considers to be its confidential information, should be clearly marked "confidential", next to the relevant part of the text, and UNICEF will treat such information accordingly.
- 6.3 All information and documents provided to the Proposers by UNICEF ("RFPS Materials") shall be treated as confidential by the Proposers. If the Proposer declines to respond to this RFPS, or, if the Proposal is rejected or unsuccessful, the Proposer will promptly destroy or delete all such RFPS Materials. The Proposer shall not use the RFPS Materials for any purpose other than the purpose of preparing a Proposal and shall not disclose the RFPS Materials to any third party, except: (a) with the prior written consent of UNICEF; (b) where the third party is assisting the Proposer in preparing the Proposal, provided the Proposer has previously ensured that party's adherence to this duty of confidentiality; (c) if the relevant RFPS Materials are at the time of this RFPS lawfully in the possession of the Proposer through a party other than UNICEF; (d) if required by law, and provided that the Proposer has previously informed UNICEF in writing of its obligation to disclose the RFPS Materials; or (e) if the RFPS Materials are generally and publicly available other than as a result of breach of confidence by the person receiving the RFPS Materials.

7. MULTIPLE PROPOSALS AND PROPOSALS FROM RELATED ORGANIZATIONS

- 7.1 Proposers shall not submit more than one Proposal as part of this RFPS process.
- 7.2 If the Proposer is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the Proposal then neither the lead entity nor the member entities of the joint venture may submit another Proposal, either in its own capacity or as a lead entity or a member entity for another joint venture submitting another Proposal.
- 7.3 UNICEF reserves the right to reject separate Proposals submitted by two or more Proposers if the Proposers are related organizations and are found to have any of the following:
- (a) they have at least one controlling partner, director or shareholder in common; or
 - (b) any one of them receive or have received any direct or indirect subsidy from the other(s); or
 - (c) they have a relationship with each other, that gives one or more Proposers access to confidential information about, or influence over, the other Proposal(s); or
 - (d) they are subcontractors to each other's Proposal, or a subcontractor to one Proposal also submits another Proposal under its name as lead Proposer; or
 - (e) an individual proposed to be in the team of one Proposer participates in more than one Proposal received for this solicitation process.

PART III –AWARD/ADJUDICATION OF PROPSALS

1. AWARD

- 1.1 Proposal Evaluation Process. The evaluation is carried out by UNICEF in accordance with UNICEF's regulations, rules and practices and all determinations are made in UNICEF's sole discretion.

After opening the Proposals, UNICEF will carry out the following steps in the following order:

- *First*, each Proposal will be evaluated for compliance with the mandatory requirements of this RFPS. Proposals deemed not to meet all of the mandatory requirements will be considered non-compliant and rejected at this stage without further consideration. Failure to comply with any of

the terms and conditions contained in this RFPS, including, but not limited to, failure to provide all required information, may result in a Proposal being disqualified from further consideration.

- *Second*, UNICEF will evaluate the Technical Proposal part for compliance with the technical requirements stated in this RFPS on the basis of the Proposal evaluation approach set out below.
- *Third*, UNICEF will undertake a commercial evaluation of the Price Proposal part of technically compliant Proposals on the basis of the Proposal evaluation approach set out below.

1.2 Proposal Evaluation Approach.

The evaluation criteria will be a split between technical and commercial (price proposal) scores (a 0 / 0 split).

Proposals submitted in response to this RFPS should include and will be evaluated against the following:

a) Technical Evaluation

Technical evaluation criteria described in the Terms of Reference attached at Annex B

Total Maximum 0 Points

Only Proposals which receive a minimum of 0 points will be considered further.

b) Price Proposal (commercial evaluation)

The total amount of points allocated for the price component is 0 The maximum number of points will be allotted to the lowest price proposal that is opened and compared among those invited firms/institutions which obtain the threshold points in the evaluation of the technical component. All other price proposals will receive points in inverse proportion to the lowest price; e.g.:

Score for price proposal X = (Max. score for price proposal (0 Points) * Price of lowest priced proposal) / Price of proposal X

Total obtainable Technical and Price points: 100

The Proposer(s) achieving the highest combined technical and price score will (subject to any negotiations and the various other rights of UNICEF detailed in this RFPS) be awarded the contract(s).

1.3 Multiple Arrangements. UNICEF reserves the right to make multiple arrangements for any service(s) where UNICEF considers it to be in its best interest to do so.

1.4 Negotiation. UNICEF reserves the right to negotiate with the Proposer(s) that has/have attained the best rating/ranking, i.e. those providing the overall best value Proposal.

1.5 Award Notification. UNICEF will only notify the Proposer(s) that has/have been awarded the contract(s) resulting from this solicitation process; UNICEF may, but is not required to, notify the other Proposers of the outcome of this solicitation process.

2. **STANDARD CONTRACT FOR CONSTRUCTION WORKS**

2.1 UNICEF's Standard Contract for Construction Works (Form A or Form B) will apply to any contract(s) awarded in connection with this RFPS. By signing the Request for Proposal for Construction Works Form, each Proposer is deemed to have confirmed its acceptance of the UNICEF Standard Contract for Construction Works (Form A and Form B). The Proposer understands that if it proposes any amendments or additional terms to the UNICEF Standard Contract for Construction Works (Form A or Form B), these must be clearly detailed in the Proposal and may negatively affect the evaluation of the Proposal and UNICEF reserves the right to reject the Proposer's Proposal.

3. **RIGHTS OF UNICEF**

3.1 UNICEF reserves the following rights:

- (a) to accept any Proposal, in whole or in part; to reject any or all Proposals; or to cancel this solicitation process in its entirety;
- (b) to verify any information contained in Proposer's response (and the Proposer will provide UNICEF with its reasonable cooperation with such verification);
- (c) to invalidate any Proposal received from a Proposer that, in UNICEF's sole opinion has previously failed to perform satisfactorily or complete contracts on time, or UNICEF believes is not in a position to perform the contract;
- (d) to invalidate any Proposal that, in UNICEF's sole opinion, fails to meet the requirements and instructions stated in this RFPS;
- (e) to suspend negotiations or withdraw an award to a Proposer at any time up until a contract has been signed with such Proposer. UNICEF is not required to provide any justification, but will give notice prior to any such suspension of negotiations or withdrawal of award.

3.2 UNICEF is not liable to any Proposer for any costs, expense or loss incurred or suffered by such Proposer in connection with this RFPS or solicitation process, including, but not limited to, any costs, expense or loss incurred as result of UNICEF exercising any of its rights in paragraph 3.1 above.

PART IV – REQUIREMENTS

1. PRICE AND PAYMENT

- 1.1 Price. The fee for the works and deliverables will be treated as inclusive of all costs, expenses, charges or fees that the Proposer may incur in connection with the performance of the work. The Proposer is invited to offer any unconditional discounts. Further, the Proposer may offer early payment discounts, i. e. payment within a specific period of time faster than UNICEF's standard payment terms of 30 days.
- 1.2 Payment Terms. Invoices may be issued to UNICEF only after the works (or components of the works) have been provided and the deliverables (or installments of the deliverables) have been delivered (a) in accordance with the contract and (b) to UNICEF's satisfaction. The standard terms of payment are net 30 days, after receipt of invoice. Payment will be effected by bank transfer in the currency of the contract.

The Proposer will suggest a payment schedule for the contract that is linked to clear milestones and/or deliverables identified in the Terms of Reference. UNICEF reserves the right to accept or reject or propose amendments to the proposed payment schedules.

- 1.3 Currency. (a) The currency of the Proposal shall be in . UNICEF will reject any proposals submitted in another currency.

(b) If the above paragraph (a) explicitly permits two or more specified currencies for the Proposals, then for evaluation purposes only, offers submitted in a currency other than US Dollars will be converted into US Dollars using the United Nations rate of exchange in effect on the submission deadline date.
- 1.4 Taxes. Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNICEF as a subsidiary organ, is exempt from all direct taxes, except charges for public utility services. , and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All prices/rates quoted in the Proposal must be net of any direct taxes and any other taxes and duties, unless otherwise specified in the RFPS documents.

2. IMPLEMENTATION

- 2.1 No Reliance. Except as expressly set out in the RFPS documents, UNICEF will have no obligation to provide any assistance to the contractor and UNICEF makes no representations as to the availability of any facilities, equipment, materials, systems or licenses which may be helpful or useful for the performance of the work. If the Proposer requires any facilities, equipment, materials, systems or licenses in order to do the work, this must be explicitly detailed in its Proposal.
- 2.2 Sub-contractors. Proposers must identify in their Proposal, any products which may be offered by

themselves, but originate from another supplier and/or country. Further, Proposers must identify in their proposal any planned subcontracting of works. All subcontracting arrangements will be reviewed by UNICEF as part of its evaluation of the Proposal.

- 2.3 **Key personnel.** If so required in the Terms of Reference each key personnel profile requested in the Terms of Reference must sign an exclusivity and availability statement. The purpose of Exclusivity and Availability Statement is as follows:
- (a) The key personnel proposed in the Proposal must not be part of any other Proposer's Proposal being submitted for this RFPS process. They must therefore engage themselves exclusively to the Proposer.
 - (b) Each key personnel must also undertake to be available, able and willing to work for all the period foreseen for his/her input during the implementation of the contract as indicated in the Terms of Reference/ and the Proposal.

Having selected a Proposal partly on the basis of an evaluation of the key personnel presented in the Proposal, UNICEF expects the contract to be executed by these specific personnel. As the expected date of mobilization is given in the RFPS, UNICEF will only consider substitutions after the deadline for the submission of offers in cases of unexpected delays in the commencement date beyond the control of the Proposer, or exceptionally because of the incapacity of a key personnel for health reasons or due to force majeure or other circumstances which may justify a replacement and which would not have any effect on the selection of the Proposal. The desire of a Proposer to use a key personnel on another project or a change of mind on the part of a key personnel about the contract will not be accepted as a reason for substitution of any of the key personnel.

- 2.4 **Joint Ventures.** The description of the organization of the joint venture/consortium/association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of this RFPS, both in the Proposal and the Joint Venture Agreement. All entities that comprise the joint venture will be subject to the eligibility and qualification assessment by UNICEF.

Where a joint venture is presenting its track record and experience in a similar undertaking as those required in this RFPS, it should present such information in the following manner:

- a) Those that were undertaken together by the joint venture; and
- b) Those that were undertaken by the individual entities of the joint venture expected to be involved in the performance of the works defined in this RFPS.

Previous contracts completed by individuals working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the joint venture or those of its members, but should only be claimed by the individuals themselves in their presentation of their individual credentials.

PART V – PROPOSER REPRESENTATIONS

1. PRICE – MOST FAVOURED CUSTOMER

- 1.1 The Proposer confirms that the fees, rates and charges and related pricing terms with respect to the works specified in the Proposal are the most favourable pricing terms available to any customer of the Proposer (or any of the Proposer's affiliates). If at any time during the term of any contract resulting from the Proposal, any other customer of the Proposer (or of any of the Proposer's affiliates) obtains more favourable pricing terms than those provided to UNICEF, the Proposer will retroactively adjust the fee and related pricing terms under the contract to conform to the more favourable terms and the Proposer will promptly pay UNICEF any amounts owing to UNICEF as a result of such retroactive fee adjustment.

2. GENERAL REPRESENTATIONS

By submitting its Proposal in response to this RFPS, the Proposer confirms to UNICEF as at the Submission Deadline:

- 2.1 The Proposer has (a) the full authority and power to submit the Proposal and to enter into any resulting contract, and (b) all rights, licenses, authority and resources necessary, as applicable, to develop, source and supply the works and to perform its other obligations under any resulting contract. The Proposer has not and will not enter into any agreement or arrangement that restrains or restricts any person's rights to

use, sell, dispose of or otherwise deal with any service, deliverable or outcome that may be acquired under any resulting contract.

- 2.2 All of the information it has provided to UNICEF concerning the works and the Proposer is true, correct, accurate and not misleading.
- 2.3 The Proposer is financially solvent and is able to supply the works to UNICEF in accordance with the requirements described in this RFPS.
- 2.4 The use or supply of the works does not and will not infringe any patent, design, trade-name or trade-mark.
- 2.5 The development and supply of the works has complied, does comply, and will comply with all applicable laws, rules and regulations.
- 2.6 The Proposer will fulfill its commitments with the fullest regard to the interests of UNICEF and will refrain from any action which may adversely affect UNICEF or the United Nations.
- 2.7 It has the personnel, experience, qualifications, facilities, financial resources and all other skills and resources to perform its obligations under any resulting contract.
- 2.8 The Proposer agrees to be bound by the decisions of UNICEF, including but not limited to, decisions as to whether the Proposer's Proposal meets the requirements and instructions stated in this RFPS and the results of the evaluation process.

3. ETHICAL STANDARDS

UNICEF requires that all Proposers observe the highest standard of ethics during the entire solicitation process, as well as the duration of any contract that may be awarded as a result of this solicitation process. UNICEF also actively promotes the adoption by its suppliers of robust policies for the protection and safeguarding of children and the prevention and prohibition of sexual exploitation and sexual abuse.

By submitting its Proposal in response to this RFPS, the Proposer makes the following representations and warranties to UNICEF as at the Submission Deadline:

- 3.1 In respect of all aspects of the solicitation process the Proposer has disclosed to UNICEF any situation that may constitute an actual or potential conflict of interest or could reasonably be perceived as a conflict of interest. In particular, the Proposer has disclosed to UNICEF if it or any of its affiliates is, or has been in the past, engaged by UNICEF to provide services for the preparation of the design, specifications, cost analysis/estimation, and other documents to be used for the procurement of the works requested under this RFPS; or if it or any of its affiliates has been involved in the preparation and/or design of the programme/project related to the works requested under this RFPS.
- 3.2 The Proposer has not unduly obtained, or attempted to unduly obtain, any confidential information in connection with the solicitation process and any contract that may be awarded as a result of this solicitation process.
- 3.3 No official of UNICEF or of any United Nations System organisation has received from or on behalf of the Proposer, or will be offered by or on behalf of the Proposer, any direct or indirect benefit in connection with this RFPS including the award of the contract to the Proposer. Such direct or indirect benefit includes, but is not limited to, any gifts, favours or hospitality.
- 3.4 The following requirements with regard to former UNICEF officials have been complied with and will be complied with:
 - (a) During the one (1) year period after an official has separated from UNICEF, the Proposer may not make a direct or indirect offer of employment to that former UNICEF official if that former UNICEF official was, during the three years prior to separating from UNICEF, involved in any aspect of a UNICEF procurement process in which the Proposer has participated.
 - (b) During the two (2) year period after an official has separated from UNICEF, that former official may not, directly or indirectly on behalf of the Proposer, communicate with UNICEF, or present to UNICEF, about any matters that were within such former official's responsibilities while at

UNICEF.

- 3.5 Neither the Proposer nor any of its affiliates, or personnel or directors, is subject to any sanction or temporary suspension imposed by any United Nations System organisation or other international inter-governmental organisation. The Proposer will immediately disclose to UNICEF if it or any of its affiliates, or personnel or directors, becomes subject to any such sanction or temporary suspension during the term of the contract. If the Proposer or any of its affiliates, or personnel or directors becomes subject to any such sanction or temporary suspension during the term of any resulting contract, UNICEF will be entitled to suspend the contract for a period of time up to thirty (30) days or terminate the contract, at its sole choice, with immediate effect upon delivery of a written notice of suspension or termination, as the case may be, to the Proposer. If UNICEF chooses to suspend the contract it will be entitled to terminate the contract at the end of the thirty (30) days' suspension at UNICEF's sole choice.
- 3.6 The Proposer will (a) observe the highest standard of ethics; (b) use its best efforts to protect UNICEF against fraud, in the solicitation process and in the performance of any resulting contract; and (c) comply with the applicable provisions of UNICEF's Policy Prohibiting and Combatting Fraud and Corruption which can be accessed on the UNICEF website at <https://www.unicef.org/supply/resources/procurement-policies>. In particular, the Proposer will not engage, and will ensure that its personnel, agents and sub-contractors do not engage, in any corrupt, fraudulent, coercive, collusive or obstructive conduct as such terms are defined in UNICEF's Policy Prohibiting and Combatting Fraud and Corruption.
- 3.7 The Proposer will comply with all laws, ordinances, rules and regulations bearing upon its participation in this solicitation and the UN Supplier Code of Conduct (available at the United Nations Global Marketplace website - www.ungm.org).
- 3.8 Neither the Proposer nor any of its affiliates, is engaged, directly or indirectly, (a) in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32, or the International Labour Organisation's Convention Concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, No. 182 (1999); or (b) in the manufacture, sale, distribution, or use of anti-personnel mines or components utilised in the manufacture of anti-personnel mines.
- 3.9 The Proposer has taken and will take all appropriate measures to prevent sexual exploitation or abuse of anyone by its personnel including its employees or any persons engaged by the Proposer to perform any works and services in the Proposer's participation in this solicitation. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, will constitute the sexual exploitation and abuse of such person. The Proposer has taken and will take all appropriate measures to prohibit its personnel including its employees or other persons engaged by the Proposer, from exchanging any money, goods, services, or other things of value, for sexual favours or activities or from engaging in any sexual activities that are exploitive or degrading to any person.
- 3.10 The Proposer confirms that it has read UNICEF's Policy on Conduct Promoting the Protection and Safeguarding of Children. The Proposer will ensure that its Personnel understand the notification requirements expected of them and will establish and maintain appropriate measures to promote compliance with such requirements. The Proposer will further cooperate with UNICEF's implementation of this Policy.
- 3.11 The Proposer will inform UNICEF as soon as it becomes aware of any incident or report that is inconsistent with the undertakings and confirmations provided in this Article 3.
- 3.12 Each of the provisions in this Article 3 of Part V constitutes an essential condition of participation in this solicitation process. In the event of a breach of any of these provisions, UNICEF is entitled to disqualify the Proposer from this solicitation process and/or any other solicitation process, and to terminate any contract that may have been awarded as a result of this solicitation process, immediately upon notice to the Proposer, without any liability for termination charges or any liability of any kind. In addition, the Proposer may be precluded from doing business with UNICEF and any other entity of the United Nations System in the future.

4. AUDIT

- 4.1 From time to time, UNICEF may conduct audits or investigations relating to any aspect of a

contract awarded in relation to this RFPS, including but not limited to the award of the contract and the Proposer's compliance with the provisions of Article 3 above. The Proposer will provide its full and timely cooperation with any such audits or investigations, including (but not limited to) making its personnel and any relevant data and documentation available for the purposes of such audits or investigations, at reasonable times and on reasonable conditions, and granting UNICEF and those undertaking such audits or investigations access to the Proposer's premises at reasonable times and on reasonable conditions in connection with making its personnel and any relevant data and documentation available. The Proposer will require its sub-contractors and its agents to provide reasonable cooperation with any audits or investigations carried out by UNICEF.

Terms of Reference (ToR)

Title	Expansion and Renovation of existing Isolation Unit of the Infectious Disease Hospital (IDH), Mohakhali, Dhaka, Bangladesh.
Purpose	UNICEF is looking for an accredited engineering and infrastructure firm to execute the structural, mechanical, MGPS and electrical works required to expand and renovate the existing isolation unit of IDH, Dhaka.
Location	Infectious Disease Hospital (IDH), Mohakhali, Dhaka, Bangladesh
Estimated Duration	Total duration: 03 Months 1. Expected starting date of the assignment: 31 July 2026
Reporting to Technical Supervisor of this assignment	1. Health Specialist, Health section, and 2. Construction Engineer, S & L, UNICEF.

1.0 BACKGROUND

Bangladesh is currently experiencing one of its most significant measles outbreaks in recent decades. Since 15 March 2026, the DGHS has recorded 84,266 suspected cases and 10,185 laboratory-confirmed cases nationally as of 12 June 2026. Dhaka Division bears the greatest burden, accounting for 39,127 suspected cases, 7,015 confirmed cases, and 232 recorded fatalities. Measles is transmitted via respiratory droplets and aerosols, with a basic reproduction number of twelve to eighteen in unvaccinated populations, making the clinical management of severe cases in standard open wards an unacceptable infection control risk.

The Infectious Diseases Hospital (IDH), Dhaka, serves as the principal national referral facility for infectious disease management and has been at the frontline of the measles response. The hospital currently lacks a dedicated paediatric isolation space, and children with measles are admitted into general infectious disease wards alongside patients receiving treatment for conditions including HIV and tetanus. This co-mingling of paediatric and adult patients across aetiologically distinct infectious categories exposes children to inappropriate pathogen environments and places immunocompromised adult patients at risk of airborne viral transmission.

In response to a formal request from the IDH administration, UNICEF Bangladesh is exploring the ways to support DGHS to address this critical infrastructure gap through the expansion and renovation of a dedicated isolation unit at IDH. UNICEF has assessed and prepared a draft layout and Bill of Quantities for the planned works, and the present Terms of Reference are issued to invite qualified contractors to undertake the construction in accordance with the approved drawings and specifications.

2.0 DEFINITION

- 2.1 Renovation of existing infrastructure: Demolition & reconstruction work within the existing building refurbishment for desired goals.
- 2.2 Expansion: It refers to the process of altering the Addition of new built space and the reconfiguration of existing electro-mechanical and plumbing systems to enable the facility to accommodate the pediatric patient load and clinical functions of the isolation unit.

3.0 SCOPE OF WORK

- 3.1 The overarching purpose of this assignment is to secure specialized, quality services to execute the floor layout modification, air conditioning containment, electrical upgradation, and medical gas pipeline expansion of the isolation unit at IDH.

3.2 Location and Nature of works.:

Location	Nature of works
Infectious Disease Hospital (IDH), Mohakhali, Dhaka, Bangladesh.	Demolition and civil works • Site Preparation & Demolition: Safely dismantle and remove existing false ceilings, Thai glass partitions, non-functioning medical gas pipelines electric wires and half-brick partition walls within the project zone. All dismantled items must be carefully relocated to a designated storage or disposal location as per discussion with the facility authority and directed by the Engineer-in-Charge. • Structural Modifications: Supply and install prefabricated, hand-made, modular sandwich panels to form walls and ceilings. Panels must feature high-density insulation cores laminated on both sides with cold-rolled, powder-coated Galvanized Iron (GI) sheets in an off-white finish (RAL 9002). Construct a new internal partition brick wall using first-class bricks and cement-sand mortar between the washroom and the lobby of nurse station. • Profiles & Sealing: Secure all modular interfaces with structural cleanroom-grade aluminum profiles to guarantee an airtight envelope with zero dirt-collection corners. This includes the installation of aluminum coving with profiles, aluminum U-channels, Tee profiles, L-angles, and matching corners. All joints, penetrations, and micro-fissures must be sealed with specialized cleanroom silicone sealant using appropriate threaded rods, isolator boxes, and rivets. • Leakproof Doors: Supply and install airtight, leakproof modular sandwich panel doors (in both single-door and double-door configurations). Doors must feature a bidirectional opening system, complete with heavy-duty commercial handles, locksets, drop-seals, and architectural hardware. • Flush Vision Windows: Supply and integrate flush-mounted, double-glazed vision windows structurally embedded within the modular sandwich panel walls to allow observation without breaching containment zones. • Hospital-Grade Flooring: Prepare the subfloor and install medical-grade, homogenous PVC vinyl floor matting. The flooring material must possess certified antibacterial, mildew-resistant, anti-acid, anti-alkali, and iodophor-resistant properties. Installation must be completed using specialized floor adhesives, seamless hot-welding accessories, and structural wall-coving integration. • Ablution & Sanitary Ware: Perform required plumbing adjustments and install high-durability combi closets and matching wash basins complete with pedestals and heavy-duty fittings. Supply and fix standard melamine board shoe racks within the anteroom/transition zone. Medical Gas Pipeline System (MGPS) All components, safety metrics, and installation workflows for the medical gas infrastructure must strictly comply with HTM-0201 international standards:

Location	Nature of works
	• Bedside Terminal Units (Outlets): Supply and flush-mount high-integrity medical gas outlets across specialized bedside locations, including: ○ Oxygen (O₂) Outlets ○ Medical Air (MA) Outlets ○ Medical Vacuum (VAC) Outlets • Pipeline Isolation Valves: Supply and position degreased line ball valves (at specified inline diameters) to enable isolated localized safety shutdowns for maintenance. • Monitoring & Safety Alarms: Supply and commission multi-service Area Alarm Systems to continuously monitor system pressure differentials across Oxygen, Air, and Vacuum networks. Install Multi-Service Zonal Valve Service Units (ZVSU) for localized emergency gas line isolation. • Piping Infrastructure: Route degreased, medical-grade copper tubing networks across the facility. Scope includes all specialized clean-run copper brazing, silver soldering, inert gas purging to prevent oxidation, and the installation of specialized non-corrosive structural hangers and support clamps. Mechanical Ventilation & Air Conditioning (HVAC) Works • Central Air Conditioning Unit: Supply, position, and commission a dedicated Central DX-Type Air Conditioning system operating on a 3-Phase power configuration. The equipment configuration must explicitly feature: ○ Centrifugal or Plug-type fan assemblies with high-efficiency flexible connections. ○ Controlled maximum coil face velocity and regulated fan motor RPM boundaries. ○ A sloped, fully insulated Stainless Steel (SS) condensation drain pan equipped with localized coil drains and vent ports. ○ Airtight structural access doors to facilitate cleanroom internal maintenance. • Sheet Metal Duct Network: Construct and execute a balanced supply and return air ductwork scheme using prime-quality galvanized sheets in strict compliance with SMACNA standards. The scope encompasses all required tees, bends, elbows, reducers, offsets, and air terminal necks. Ducts must be sealed with approved leakproof compound, thoroughly cleaned internally prior to final close-up, and supported via structural hangers coated in rust-preventative paint. • Thermal Duct Insulation: Apply Polyethylene (PE) external insulation featuring low thermal conductivity and an integrated factory-pasted self-adhesive aluminum foil vapor barrier. Insulation thickness must follow specified guidelines tailored separately for supply air ducts and return air ducts. • Air Distribution & Controls: * Install heavy-duty flexible joint connections to isolate duct runs from equipment vibrations. ○ Position low-level return and supply air grills complete with integrated volume control neck dampers and G4-grade pre-filtration media.

Location	Nature of works
	○ Supply and fit fresh air louvers constructed of extruded aluminum with fixed angled horizontal blades and flanges suitable for front screw fixing. ○ Integrate volume control dampers for air terminals fabricated from heavy-gauge galvanized steel sheets. ○ Connect the DX system using insulated copper refrigerant line sets and an insulated uPVC condensation drain water network. Electrical Distribution & Specialized Lighting Systems • Sub-Distribution Board (SDB) Upgrades: Modify, reconfigure, and upgrade the local Sub-Distribution Board (SDB), incorporating industrial-grade circuit breakers rated precisely against the combined load profile of the newly deployed HVAC units, lighting, and medical electronics. • Isolation Room Lighting: Supply and flush-mount integrate IP54-rated Standard Clean Room LED Panel Lights designed to maintain an airtight seal with the cleanroom ceiling panel system, using all manufacturer-recommended consumable accessories. • Comfort Ventilation: Supply and install heavy-duty wall mounting fans and high-capacity plastic-bodied exhaust fans to assist with localized airflow controls. • Electrical Routing & Wiring: Layout complete localized electrical circuits utilizing single-core (1C BYA) copper wiring cables routed inside high-impact fire-retardant PVC conduits, flexible pipes, and proper structural fittings. Wiring runs must accommodate line-sizing for general power, specialized lighting, switches, combined switch sockets, with matching flush bottom boxes. Testing, Commissioning, Balancing & Validation • HVAC Testing & Balancing (TAB): Execute a comprehensive system-wide air testing, commissioning, and balancing process strictly adhering to manufacturer protocols and the principal HVAC design parameters. This includes air volume balancing across all distribution grills, testing of structural dampers, and validation of fan motor profiles. • MGPS Validation: Perform full pressure hold test logs, purging validations, and cross-contamination network checks on all oxygen, medical air, and vacuum lines under HTM-0201 parameters prior to final facility handover.

3.3 **Organization of project into phases:** This is a one-off project and will not be in phases.

3.4 **Division of project into lots:** This is individual projects at IDH.

Lot #	Location	District	City Corporation	New Construction	Modification
N/A	Infectious Disease Hospital (IDH), Mohakhali, Dhaka, Bangladesh	Dhaka	Dhaka	0	01

3.5 **General specifications:** The Works will be carried out in accordance with the Drawings, Bill of Quantities and Technical Specifications provided under **Annex E:** Technical Documents and in accordance with all construction standards applicable in Bangladesh.

3.6 **Site visit:** Potential Bidders must visit the sites they are interested in prior submitting their offers to get familiar with site conditions that may affect their Proposals. Potential Bidders are expected to make their own arrangements to visit the site and on their own expenses. UNICEF shall accept no excuse or claim whatever from the Selected Contractor for not knowing or being able to properly evaluate the site condition and assess the equipment, local material, local labor, etc. requirements for the work to be carried out. Questions should be submitted in writing to UNICEF in accordance with instruction provided under the RFP.

3.7 **Greening and accessibility:** All construction and rehabilitation works implemented directly or indirectly by UNICEF shall be in line with the Organization's commitments towards Accessible Buildings and achieving Climate Neutrality by 2020, as per PROCEDURE/DFAM/2020/001 on Eco-efficiency and Inclusive Access in UNICEF Premises and Operations, CF/EXD/2017-004 on Accessibility in UNICEF's Programme-Relegated Construction, and Decision Memo: UNICEF Climate Neutral Strategy, 26 May 2015.

3.8 **Other Considerations:**

- Regular cleaning and storage of materials must be ensured in a suitable location, carrying with care on off peak time throughout the execution of works.
- Existing logistics shifting requires renovation without disturbing the other functional areas of hospital by taking safety measures, environmental issues necessary precautions.
- Major noise-producing work should be done in such a way that the facility's daily activities are not hampered any way.
- Ensure adequate measures to control the produced dust during the execution of project.
- Especially require maintaining close coordination with respective focal/team of hospital authority and UNICEF respective concerned staffs.
- All material samples must be cleared by UNICEF prior delivering to the site.

4.0 EXPECTED DELIVERABLES AND TIMEFRAME

4.1 The timely completion of these construction works is of utmost importance for UNICEF. Substantial completion of the renovation and refurbishment works accordingly mentioned scopes of works in **Point-3.2** (Description of assignment details).

4.2 The Intended Substantial Completion Date should be no later than three (3) calendar months from the start Date. Upon UNICEF's acceptance of Works at Substantial Completion, the Substantial completion certificate will be issued.

4.3 The Defects Liability Period is six (6) calendar months for renovation works counted as from the date of the Certificate of Substantial Completion. Upon UNICEF's acceptance of Works at Final Completion, the Certificate of Final Completion will be issued, and the Contract will be closed upon issuing of final payment.

4.4 UNICEF will issue partial and final payments upon satisfactory completion of each Deliverable.

4.5 The Potential Bidder may propose additional, or alternative, Deliverables to suit their recommended sequencing of the Works and expected cash flow during execution of the Works. The indicative deliverables/tasks cover the scope of work expected to be delivered by the Construction Company. These are the deliverables which will trigger payments as follows:

Table 2: Deliverables and Timeframe

A matrix of Progress, Payment, Milestone, Deliverable of tasks details for renovation & refurbishment projects.

Payment No	Milestone No	Description of tasks details/ Deliverables	Physical & financial progress	Duration	Payment
01	Milestone 01	• Site Prep & Civil Works: Execute dismantling/removal of existing false ceilings, Thai glass partitions, old half-brick walls, and old pipelines. Perform new brick masonry work, structural wall modifications, and setup anteroom sanitary/plumbing ware (combi closets, wash basins, and shoe racks). • Isolation room enclosure: Build the airtight architectural environment using prefabricated modular sandwich panels (powder-coated GI sheets), full cleanroom aluminum coving profiles (U-channels, Tees, L-angles, corners), leakproof bidirectional single/double sandwich panel doors, and double-glazed flush vision windows.	40%	1.5 Months	40% of the Contract price
		• HVAC Structural Installation: Position and secure the Central DX-type Air Conditioning equipment (complete with plug/centrifugal fans and insulated SS drain pans). Fabricate and install the sheet metal ductwork network, PE external thermal duct insulation with vapor barriers, volume control GI dampers, fresh air louvers, and supply/return air grills integrated with G4-grade filtration media and dampers. Route copper refrigerant and insulated uPVC drain piping.	60%	1 Months	20% of the Contract price
		• Medical Gas Pipeline System - MGPS: Supply, install, and pressure-test a dedicated medical	90%	1 Months	20% of the Contract price

Payment No	Milestone No	Description of tasks details/ Deliverables	Physical & financial progress	Duration	Payment
02	Milestone 02	gas pipeline network distributing Oxygen, Medical Vacuum, and Medical Compressed Air from the facility's central lines to specialized bedside terminal units. • Electrical Network & Cleanroom Lighting: Execute localized Sub-Distribution Board (SDB) engineering modifications including circuit breaker load-matching. Route complete electrical networks using single-core BYA copper cabling in fire-retardant PVC conduits. Install cleanroom-grade combined switches and sockets. Flush-mount install IP54-rated LED Panel Light fixtures. Install comfort ventilation components including heavy-duty ceiling fans and plastic-bodied exhaust fans. • Specialized Flooring: Apply hospital-grade, seamless homogenous PVC vinyl floor matting with antibacterial and chemical-resistant properties.			
03	Milestone 03	• Testing, Commissioning & Training: Perform system validation testing (including particle counts, pressure holds, and airflow visualization) and conduct technical operations training for IDH biomedical engineering and maintenance personnel. • As-Built Documentation: A comprehensive technical master file containing as-built engineering blueprints, equipment datasheets, MGPS pressure logs, and step-by-step operating and maintenance (O&M) manuals. • Scope and Technical Parameters • Substantial Handover	100%	15 Days	10 % of the Contract Price

Payment No	Milestone No	Description of tasks details/ Deliverables	Physical & financial progress	Duration	Payment
04	End of Defects and Liability period	- DLP inspection and rectification measures - Issuing final completion certificate	After 06 Months of Substantial Completion date.		10 % of contract price

5.0 ELIGIBILITY AND QUALIFICATION

5.1 The Potential Bidder shall provide all the information and documentation requested in this section with its Proposal. Failure to submit the information below will disqualify the Potential Bidder.

5.2 **Documents** to be submitted in the Technical Proposal:

- The Potential Bidder must be registered construction company in Bangladesh and have no conflict of interest to the Project. Technical Proposals shall include copies of original documents defining the constitution or legal status of the company, place of registration, and principal place of business; written power of attorney of the signatory of the Contractor to commit the Contract.
- A statement that the company (including all members of a joint venture and Sub-Contractor) is not associated, nor has been associated in the past, directly or indirectly, with the Project Manager or any other entity that has prepared the design, specifications, and other documents for the Project or being proposed as the Project Manage for the Contract.
- Copy of curriculum vitae (Maximum two (2) pages) of key personnel to be involved in the Project, such as Contract/Project Manager, Clerk of Works, Foreman. UNICEF may verbally interview the key personnel before the commencement of the Project.
- Reports on the financial standing of the Potential Bidder, such as profit and loss statements and auditor's reports for the past three years.
- Evidence of adequacy of working capital for the signed Contract (access to line(s) of credit and availability of other financial resources).
- Proposed Project Implementation Plan of Works showing the proposed implementation methods, quality control strategy, schedule for all the activities in the Works.

5.3 The Potential Bidder must provide sufficient **information** in their Proposal to demonstrate compliance with the requirements defined by UNICEF. The forms listed below contains the eligibility and minimum qualifying criteria that UNICEF will use to evaluate Proposal for the award of Contract.

5.3.1 Information to be submitted in the Technical Proposal (ANNEX C):

- Technical Proposal Submission (Form 1)
- Technical Proposal Letter (Form 2)
- Potential Bidder General Information (Form 3)
- Potential Bidder's Contact Details (Form 4)
- List of Proposed Key Personnel (Form 5)
- List of Machine and Equipment (Form 6)
- Potential Bidder's Financial Information/ Adequacy of Working Capital (Form 7)
- Works in Hand and their Financial Values (Form 8)
- Litigations (Form 9)
- Proposed Project Implementation plan of Works (Form 10)

5.3.2 Information to be submitted in the Financial Proposal (ANNEX D):

- Financial Proposal Letter (Form 11)
- Summary of Financial Proposal (Form 12)
- Completed Bill of Quantities (Form 13)

5.4 The Proposals prepared by potential contractors and all correspondence and documents relating to

the Proposals exchanged by potential contractors and UNICEF shall be written in the English language.

5.5 Errors in the Proposals

- Bidders are expected to examine all instructions and documentation of the RFP. Failure to do so will be at Bidders' own risk. In case of errors in the extension price, the unit price shall govern.
- In the event of any discrepancy between the copies of the Proposals, the original shall govern. The original and each copy of the Technical and Financial Proposal shall be prepared in indelible ink and shall be signed by the authorized Contractor's representative.
- The Proposal shall contain no interlineations or overwriting except as necessary to correct errors made by the Bidders themselves. Any such correction shall be initiated by the person or person signing the Proposal.

6.0 EVALUATION PROCESS AND METHOD

Decide the weights to be assigned to Technical and Financial Proposals. A 70% and 30% is recommended due to the technical specialization of construction. Adapt the evaluation criteria and maximum points in Table 3 to the requirements and risks appropriate to your specific Project.

- 6.1 Following closure of the RFP, Technical Proposals will be evaluated by the evaluation team. The evaluation will be restricted to the contents of the Technical Proposals and the reference checks.
- 6.2 UNICEF will first evaluate the completeness and responsiveness of Proposals in relation to:
 - The sealed double envelope system is followed (Technical Proposal and Financial Proposal are submitted in separate sealed envelopes each)
 - Submission of all documents requested in Section 5.2 and all information requested in Section 5.3.
 - The Technical Proposal letter is duly signed (Form 2)
- 6.3 Proposals that fail to comply with the above will be disqualified and will not be given further consideration.
- 6.4 UNICEF will then evaluate the technical merits of each Technical Proposal using the rating system in **Table 3** below.
- 6.5 A maximum of **70 points** will be assigned to the Technical Proposals. Technical Proposals receiving **49 points (70%)** or higher will be considered technically responsive. Non-technically compliant and non-responsive Proposals will not be given further consideration.
- 6.6 UNICEF will evaluate the Financial Proposals of those RFPs the bids that pass the technical evaluation. The total number of points allocated for the Financial Proposal is **30 points**. The maximum number of points will be allocated to the Proposal with the lowest price. All other Price Proposals shall receive points in inverse proportion to the lowest price.
- 6.7 The recommendation for the award of each lot will be based on the best value for money principle. The Proposal obtaining the highest cumulative score (Technical + Financial) will be recommended for the award.

Table 3 Evaluation Criteria

CATEGORY	MAXIMUM POINTS
I. CONTRACTOR'S INFORMATION – MANDATORY REQUIREMENT	(15)
a) General Information.	1
b) Bidder's Contact Details.	1
c) Legal Documentation (evidence of Registration, Trade license, VAT & Tax certificates).	3
d) Bidders Financial Information / Adequacy of Working Capital.	5
e) Statement of Turnover Audited by bidder's statutory auditor for the past 2 years. and litigation (if any)	5
II. EXPERIENCE AS A CONTRACTOR DELIVERING SIMILAR WORKS	(20)
a) Total number of years in providing similar services with other international organizations.	5
b) Providing a list of the last five projects of a similar nature with email and telephone information for the clients along with workorder/POs	8
c) Positive Reference checks for similar works done in the past three years (Please provide Completion Certificates of your clients).	7
III. METHODOLOGY, WORK PLAN, EQUIPMENT, QUALITY CONTROL MEASURES [PLEASE SUBMIT THE DETAILS AS PER YOUR OWN FORMAT]	(25)
a) Detailed methodology showing the overall approach to be adopted in the execution of the works.	5
b) Detailed quality control plan to be used in the execution of the works, addressing handling of materials, workmanship, and record keeping on-site to track daily progress.	5
c) Detailed sequential program of works/workplan for each phase from assessment to final completion of the works to achieve the stated timeline for the completion of works.	5
d) Detailed Environmental and social Management Plan (ESMP)	5
e) Description of environmental risks associated with the project. Including mitigation strategies to minimize environmental impact (waste management, pollution control, resource conservation).	5
IV. TEAM COMPOSITION:	(10)
a) Detailed list of personnel proposed for the execution of the works for this project with their responsibilities.	5
b) CVs and profiles of the key technical project personnel that will be assigned to each of the proposed sites for this project (please submit in your own format).	5
Total =	70

For this RFP, the Technical Proposal has a total score of 70 points. Bidders must score a minimum of 49 points to be considered technically compliant and in order for the Financial Proposals to be opened. The financial proposal has a total score of 30 points.

The final selection of the bidder will be based on a quality and cost basis.

7.0 PROJECT MANAGEMENT

7.1 Project Management and Coordination

- UNICEF will oversee the Works and the administration of the Contract, including the certification of payments through an appointed Project Management, or any other competent person, entity or firm appointed by UNICEF and notified to the Selected Contractor, to act in replacement of the Project Manager.
- UNICEF will supervise and inspect the Works during its execution through its Project Manager, or its representative. The Project Manager, or its representative, will provide instructions and clarify technical queries during the execution of Works in consultation with UNICEF.
- UNICEF, through its Project Manager or its representative, will regularly check the progress of Works and notify the Selected Contractor of any defects that are found. Such checking shall not affect the Selected Contractor's responsibilities.
- If the Selected Contractor has not corrected a defect within the time agreed with UNICEF's Project Manager or its representative, the Selected Contractor will be liable for Liquidated Damages.
- Communications between parties shall be valid only when in writing. Notice shall be valid only when it is delivered.

7.2 Management Meetings

- Either UNICEF's Project Manager, its representative or the Selected Contractor may require the others to attend a management meeting. The business of a management meeting shall be to review the plans for remaining Works and to deal with matters raised under the procedure for "Delays and Extension of time" sets out under UNICEF Contract for Construction.
- UNICEF's Project Manager or its representative shall record the meetings and provide copies of the record to those attending the meeting and to UNICEF, including action points and responsible for each action point.

7.3 Payment Certificates

- The Bill of Quantities is used to calculate the Contract Price for each Deliverable. The Selected Contractor will be paid for each deliverable accepted by UNICEF and following the price to each Deliverable agreed in the Contract.
- UNICEF will certify acceptance of partial, substantial, and final Works through its Project Management, or its representative. No payments will be processed prior to a written certificate of satisfactory acceptance. Payments will be issued within a period defined in the Contract and following UNICEF's procedures.

ANNEX C: TECHNICAL PROPOSAL FORMS

The following Annexes and information there within are considered an integral part of this submission and must be provided for the Proposal to be considered. The information should be provided according to the sample format.

Form 1: Technical Proposal Submission

This PROPOSAL FORM must be completed, signed and returned to UNICEF. Proposal must be made in accordance with the instructions contained in this Request for Proposal.

INFORMATION

Any request for information concerning this invitation, must be forwarded in writing by email or by fax, to the person who prepared this document, with specific reference to the RFP number.

DECLARATION

The undersigned, having read the Terms of Reference, the UNICEF Contract for Construction Works, the UNICEF General Terms and Conditions, and RFP# [LRPS-2026-.....] set out in the attached document, hereby offers to supply the services specified in Terms of Reference at the price or prices quoted in the Schedule of Prices, in accordance with the specifications stated and subject to the Terms and Conditions set out or specified in the RFP# [LRPS-2026]

Name of authorized representative: _____

Title: _____

Signature: _____

Date: _____

Supplier Name: _____

Postal Address: _____

Telephone No.: _____

Fax No.: _____

Email Address: _____

Validity of Offer (not less than 90 days): _____

Currency of Offer: _____

Form 2: Technical Proposal Letter

Date: _____

To: Chief/ OIC SUPPLY & LOGISTICS SECTION
UNICEF Bangladesh, UNICEF House, Plot # E-30, Syed Mahbub Morhsed Avenue, Sher-E-Bangla
Nagar, Dhaka 1207

Dear Madam/Sir,

We, the undersigned, offer to provide Modification Expansion and Renovation of existing Isolation Unit of the Infectious Disease Hospital (IDH), Dhaka, Bangladesh. In accordance with your Request for Proposal (RFP#) dated [e.g., 05 July 2026] and our Proposal dated [-----]. We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed under separate envelopes.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate based on the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We understand that you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Construction Company

Address:

Form 3: Potential Bidder General Information

Potential Bidder General Information		
Description	Information (to be filled by the Potential Bidder)	Remarks
Registration number		
Grade		
Specialty		
Expiry Date		
Legal Status		Provide certified copies of Registration
Written power of attorney of the signatory to the Bid	Provide original or certified copy of the power of attorney attested by a Notary	
VAT Registration Nr.		

Form 4: Potential Bidder's Contact Details,

Name and Title of Contact Person	
Address of Contact Person	
Telephone/Cell number of Contact Person	
Email of Contact Person	

Form 5: Staff Qualification and Experience

Qualifications and experience of key management and technical personnel proposed for this Project. Signed CVs (Max. two (2) pages) of all proposed key staff must accompany the submission, and it should be noted that substitution of staff during Project implementation shall be subject to the approval of UNICEF. (Key Personnel of all sub-Contractors must also be listed along with the name of the sub-Contracting Companies). A detailed organization chart of the company, including the location and staffing of existing offices must also be attached to the offer.

Construction Management Staff		
A. Key Professionals		
Name	Position	Task
B. Support Staff		
Name	Position	Task

Form 6: List of Machine and Equipment

No	List of machine and Equipment	Quantity	Remark (rent, own, year of production, condition)
1			
2			
3			
4			
5			
7			
8			

Form 7: Potential Bidder's Financial Information/ Adequacy of Working Capital

Adequacy of Working Capital		
Source of credit line	Amount	Remarks
		<i>Provide documentary evidence</i>
Total		

Form 8: Works in hand & their Financial Value

Works in Hand				
Employer name & contact details	Description of Works/Services	Start date	End date	Amount
Total:				

Form 9: Litigations

Information on any current litigation in which the Firm(s) is involved.

[illegible]

Form 10: Proposed Project Implementation Plan

The proposed Project Implementation Plan of Works and schedule of activities must be submitted with this Technical Proposal. The work plan and schedule should be prepared in detail to the extent possible and include time allocated to sites- and district-level periodic progress review meetings and preparation of agreed progress reports.

The Potential Bidder may be asked to provide clarification or present the Proposed Plan to UNICEF as part of the Proposal evaluation process. The Selected Contractor will submit the final Project Implementation Plan for UNICEF's approval within [fourteen (14)] calendar days of the Effective Date of the signed Contract (see 4.3). The Project Implementation Plan submitted by the Selected Contractor and accepted by UNICEF will be part of the agreement signed with the Selected Contractor. Penalties for delays will be strictly enforced as per the General Terms and Conditions.

The Proposed Implementation plan shall include:

- implementation methods,
- quality control strategy,
- schedule for all activities in a bar chart format, personnel plan in line with scheduled Deliverables and payment,
- analysis of anticipated Project risks, and their approach to mitigate and control such risks,
- proposed approach to mitigate negative social and environmental impact on local community by the Project, approach to address labor's rights and their health and safety

ANNEX D: FINANCIAL PROPOSAL FORMS

Form 11: Financial Proposal Letter

Date: _____

To: UNICEF Bangladesh, UNICEF House, Plot # E-30, Syed Mahbub Morhsed Avenue, Sher-E-Bangla Nagar, Dhaka 1207

Dear Madam/Sir,

We, the undersigned, offer to provide the Modification of existing configuration to Commission an Isolation Room at the Infectious Disease Hospital (IDH), Dhaka, Bangladesh.. as specified in the Annex B and Annex-E following your Request for Proposal dated [05 July 2026], and our Technical Proposal for [LOT NUMBER 1 / LOT NUMBER 2].

Our attached Financial Proposal is for the sum of (-----
-----amount in figures and words). This amount is inclusive of all taxes payable under the applicable law.

Our Financial Proposal shall be binding on us subject to the modifications resulting from Contract negotiations, up to the expiration of the validity of the Proposal.

We understand that you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Construction Company

Address:

Form 12: Sample of Financial Proposal (from BOQ)**Table-12.1: Summary of Financial Proposal**

Lot #	District	Site Name/Location	Zone	Work Type	Total Value (BDT)
N/A	Dhaka	Infectious Disease Hospital (IDH), Dhaka, Bangladesh.	01	Modification	
Total Value (Excl. VAT) =					
VAT =					
Total Value (Incl VAT) =					

Notes:

- UNICEF will assume that the Potential Bidder has factored in its offer all causes that may influence the prices.
- All prices are inclusive of all fees **except VAT**, sub-Contractor fees, documentation reproduction, legal fees, contingencies, and administrative fees, all taxes, or any other fees necessary to the Potential Bidder to achieve the Objective of the RFP.
- All amounts should be quoted in Bangladeshi Taka
- The Selected Contractor shall be paid only upon UNICEF acceptance of the work or deliverable.
- All payment will be done through bank transfer.
- The Potential Bidder may suggest the alternative payment schedule (the manner in which payment requested), with justification of each installment with the Deliverables UNICEF will receive against each installment required.

Form 13: Completed Price Bill of Quantities (BoQ)
(As part of Financial Proposal)**ANNEX E: TECHNICAL DOCUMENTS**
(SPECIFICATION AND DESIGN DRAWINGS)



Garden

