



REQUEST FOR PROPOSAL (RFP)

<p>A. RFP no. and Date:</p> <p>B. Subject:</p> <p>C. Issuing Office/Section:</p>	<p>004/2020 – June 5, 2020</p> <p>Office Renovation - OIG, USAID/RDMA</p> <p>USAID RDMA, Executive Office 25th Fl, Athenee Tower 63 Wireless Road, Bangkok 10330, Thailand</p>
<p>D. Closing date for receipt of question:</p> <p>Closing date for receipt of proposal:</p>	<p>June 15, 2020 – (5pm, Bangkok Time)</p> <p>June 19, 2020 – (5pm, Bangkok Time)</p>
<p>E. Type of Award:</p>	<p>Fixed Price – Purchase Order</p>
<p>F. Basis for Award:</p>	<p>Soliciting competition, evaluation of proposals or offers, award and documentation (FAR Part 13.106)</p>

Description of Requirements

The United States government, represented by the U.S. Agency for International Development (USAID), Regional Development Mission Asia (RDMA) invites qualified companies/individuals to submit quotation of the services/items specified below. This is to support the operation of USAID/RDMA, Bangkok Thailand.

Proposal submission and questions regarding this Request for Proposal (RFP) shall be ONLY via email to BANGKOKUSAIDPROC@usaid.gov by the time/date specified above.

The award of a contract hereunder is subject to the availability of funds. Issuance of this RFP does not constitute an award or commitment on the part of the U.S. Government, nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of a quotation. **Please be advised that all interested parties are required to be registered in Dun and Bradstreet and are subject to SAM registration before an award can be made.** Information on obtaining the Data Universal Numbering System (DUNS), can be found at this website: <http://fedgov.dnb.com/webform>. Offerors are also required to register their business on the U.S. Government’s System for Award Management (SAM) at www.sam.gov. Information on this process for foreign vendors is available [here](#). Prospective offerors are encouraged to register in SAM prior to the submittal of quotations.

OFFICE RENOVATION

Office of Inspector General (OIG), USAID/RDMA

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A. GENERAL

Background

USAID Regional Development Mission Asia (RDMA) in Bangkok is seeking proposals from qualified professional contractors to provide remodel /renovation services for its office renovation project, at the Athenee Tower in Bangkok, Thailand.

Project Title:

Office of Inspector General (OIG) Office Renovation, Bangkok, Thailand.

Quality Control

The contractor shall develop and maintain an effective quality control program to ensure services are performed in accordance with this Scope of Work (SOW).

Data Rights

The U.S. Government, here in after called the USG, has unlimited rights to all documents and materials resulting from this contract. These documents and materials may not be used or sold by the contractor without written permission from the Contracting Officer (CO). All materials supplied to the USG shall be the sole property of the USG and may not be used for any other purpose.

Facility Description

The Office of Inspector General (OIG) facility is located at the following address:

USAID Regional Development Mission Asia (RDMA)
25st Floor Athenee Tower, 63 Wireless Road
Lumpini, Pathumwan,
Bangkok, TH 10330.

Project Classification

There is no classified information associated with this project, and requires NO cleared labor at the site.

Permits and Licenses

The contractor shall identify and procure all local permits and licenses required for this project. The contractor shall also be available to answer questions pertaining to the project and permit submissions during the bidding process.

B. SCOPE OF WORK

Tender Package

The detailed tender package and drawing will be provided to the interested parties/individuals upon request. Your request should be sent to tapanakorn.p@thebeaumontpartnership.com and stangchaitrong@usaid.gov with cc bangkokusaidproc@usaid.gov.

Mandatory Walk-thru Meeting

The interested parties/individuals shall coordinate with USAID representatives, to participate in a walk-thru at USAID/RDMA facility to review the project goals, requirements, and schedule. The request for the mandatory walk-thru must be received no later than one week before the proposal submission deadline. For the facility access registration, the request must include the name and ID number of the person and be sent to stangchaitrong@usaid.gov and cc bangkokusaidproc@usaid.gov at least 2 days prior to the requested date.

Minimum Requirements – codes and standards

Thailand's local building codes are applicable and apply to any new structures including means of construction.

Safeguarding Estimates

Contractors shall not release any estimates, whether produced by the contractor or the U.S. Government, without the permission of the Contracting Officer (CO). Estimates are to be marked as follows:

“PROCUREMENT SENSITIVE”

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USAID/RDMA

Attn: Executive Officer

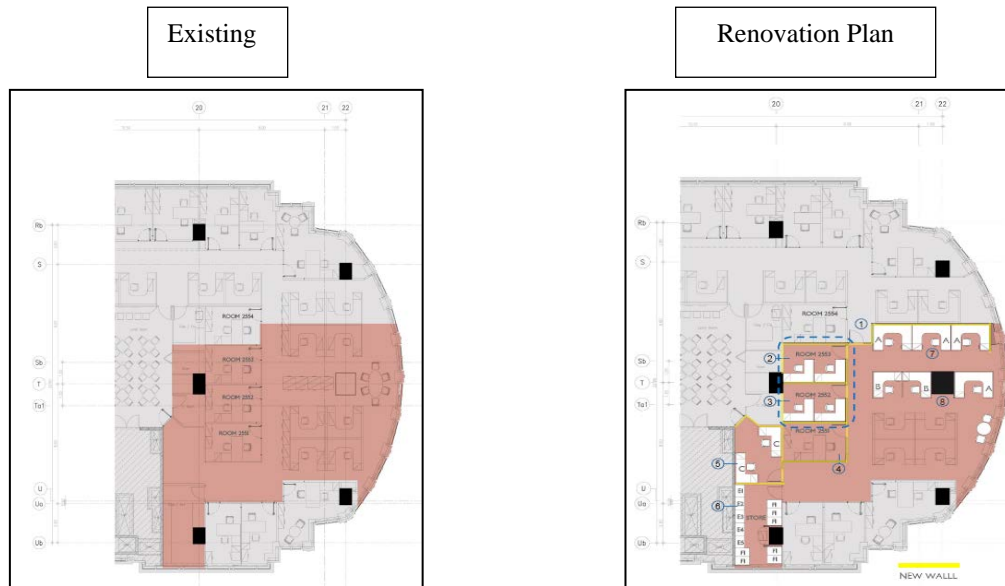
EXO/Procurement, 25th Floor Athenee Tower

63 Wireless Road, Pathumwan, Bangkok 10330

C. DELIVERABLES/WORK REQUIREMENTS

The deliverables include the work required to fulfill the requirements of this order.

AREA for WORK



1.Preparation Work

- Coordinate with Building Management
- Contractor should respond for necessary cost that Building Required
- All Risk Construction insurance to provide for this Project
- Contractor should prepare proper Site Protection
- Daily cleaning and Good house keeping Required
- Contractor should prepare Calculation Sheet / Material Board / Shop Drawing to Approve Before Work
- As-built Drawing Submission for Handover Period as 1:50 Scaled
- Contractor to survey and issue Shop drawing for MEP System to submit to Building Manager before Start

2.Demolition Work

- Demolish existing Wall Shown in Plan
- Take out all Outlet connected to Workstation
- Demolish existing Ceiling and Raise Floor area needed to follow new Plan
- Daily Clean out is Required
- Disassemble Existing Furniture and keep in stock part not used in location assigned

3. Architectural Work

- Wall
 - Installation new Full Height Partition Wall with Sound Protection Material
 - Installation new Full Height Partition Wall with Sound Protection Material and Acoustic Panel in Office Room (Room 2550 -2553)
 - Install New Full Height Double Glass Partition with Sound Protection Specification for Office Room (Room 2550 -2554)
 - Install Security Wall with Steel Structure with Sound Protection Material
 - Demolish and make New Wall around copy machine in Store Room
- Floor
 - Replace Damage Carpet Tiles
 - Fill void under Wall located with Sound Isolated Material
 - Make good existing Raise Floor area needed
- Ceiling
 - Touch up Existing
 - Repair Modified ceiling
 - Supply and install Sound absorber above ceiling in room
 - Supply install Acoustic Ceiling in Room
- Door
 - Install 1 Full height / Temper Glass at Entrance
 - Install 4 Double Glass Door (Office Area)
 - Install 1 Steel Security Door (Storage Room)
 - Install 1 Steel Exit Door (Room 2550)

4. Lighting System

- Supply and install lighting equipment as shown in Drawing
 - Pendant for Work station
 - Lighting in Corridor
 - Emergency Lighting in Corridor
 - Fire exit Sign to install

This should be Compatible with existing Lighting control System

- Adjust Lighting Circuit as shown in Drawing
- Contractor should working with Lighting control Supplier to set Lighting function as requested / Drawing

5. Air Condition and Ventilation System

- Contractor should check and test A/C and Ventilation System to confirm Existing system in normal operation
- Contractor to make and adjust system to certified system is in standard required
- Supply Air Grill and Return Air Grill Modification for Open Area
- Room no 25550 – 2553 to cancel existing RAG and modified to Close duct type system with install New Exhaust Fan
- Install New 4 Exhaust Fan and Ventilation Duct in Room and connect to Building Shaft Room

6.Fire Protection System / Fire Detector System

- Contractor to coordinate with Building Management to Install / Supply equipment to meet Safety Standard
- Contractor to modified Fire Detector and issued test report documentation

7.Electric System

- Supply / install New Power Outlet as plan shown
- 1 Work Station consist of 1 Normal Duplex power and 1 UPS Duplex Power
- Modified & Test relocated Outlet
- Contractor to Modified EE Panel follow new outlet location and certified that meet Safety Standard
- Contractor to survey existing Power line and Panel Board and issued shop drawing before start
- Relocation Power outlet for Copy Machine

8.Communication System

- Supply / install New Computer Outlet as plan shown connect to Server Room
- 1 Work Station consist of 1 Computer Outlet connect to AIDNet Server and 1 Computer Outlet connect to RDMA Server
- Modified & Test relocated Computer Outlet
- Relocation Computer outlet for Copy Machine
- Fully Signal Test Required

9.Security System

- Supply and Install 1 CCTV Camera point to Entrance Door
- Supply and install Magnetic Door lock with Key pad/Finger Scan and Push out button
 - Entrance Door
 - Store Room
 - Room 2550 2 Sets

10.Furniture System

- Modified Existing Furniture From 4 Seats to 2 Seats and pack unused spare part to Client's Storage Area
- To Unplug and reinstall Existing System provided in Existing Furniture
- Supply and install New Office Furniture
 - 4 Sets of Type A
 - 2 sets of Type B
 - 2 Sets of Type C
 - 4 Sets of Type D

11.Other Work

- Supply and Install Entrance Signage with Light box as Shown in Tender Package
- Contractor should install Locker on Store Room as Plan Shown
- Modified Existing furniture as new Floor Plan and moved unused furniture to Client Stock

- Coordinate with Furniture supplier to make sure that install in correct position
- Contractor should have Professional License Engineer (Mechanical / Electrical) for review and prepare calculation Sheet for Item that required
- Relocation Copy Machine in Store Room

D. ADMINISTRATION

The contractor shall maintain all contact with the U.S. Government through the Contracting Officer and the Contracting Officer's Representative (COR):

Contracting Officer (CO)/ Executive Officer (EXO)
 Erumis Urena
 USAID/RDMA
 Executive Office/Procurement, 25th Floor Athenee Tower
 63 Wireless Road, Pathumwan, Bangkok 10330

Contracting Officer's Representative (COR)
 Siridej Tangchaitrong
 USAID/RDMA
 Executive Office/Property Management, 25th Floor Athenee Tower
 63 Wireless Road, Pathumwan, Bangkok 10330

E. PAYMENT SCHEDULE:

Payment will be made after receipt of a valid invoice within 30 days with report of inspection and acceptance by the COR.

F. SELECTION CRITERIA:

A) Detailed Price proposal (40%)

B) Demonstrated knowledge/skills and understanding of work requirements as well as personnel expertise (50%)

C) Past Performance (10%)

All interested parties must submit a detailed proposal along with documentation that demonstrates previous successful completion of similar services. This could include letters of recommendations, appreciation or other evidence of vendor capability from previous customers.

USAID intends to make a contract award that represents the best value to the U.S. Government. "Best value" is defined as the offer that results in the most advantageous solution for the U.S. Government, in consideration of technical, cost/price, and other factors. All evaluation factors other than cost or price,

when combined, are significantly more important than cost or price. When Contracting Officer determines that competing technical proposals are essentially equal, cost/price factors may become the determining factor in source selection. Upon successful negotiations with the offeror, a fixed-price Purchase Order will be issued to procure the services.

G. SUBMISSIONS

Submissions under this RFP shall be sent electronically to the following address:

USAID/RDMA

Attn: EXO/Procurement

USAID/RDMA, 25th Floor Athenee Tower

63 Wireless Road, Pathumwan, Bangkok 10330

Email: BANGKOKUSAIDPROC@usaid.gov