



## Scope of Work Playground Equipment

<b>SOW#</b>	SOW-192-2012
<b>RFP#</b>	RFP-038-2012
<b>Potential candidates:</b>	Jordanian playground equipment suppliers
<b>Local / International:</b>	Local
<b>Prime Contract Name:</b>	Aqaba Community and Economic Development (ACED) Program
<b>Period of Performance:</b>	3 months

### I. AQABA COMMUNITY AND ECONOMIC DEVELOPMENT (ACED) PROGRAM BACKGROUND

The Aqaba Community and Economic Development (ACED) Program is a five-year project funded by the United States Agency for International Development (USAID), benefiting the people and businesses of Aqaba.

The ACED Program is based in Aqaba city and is composed of activities under three major technical areas of work:

- **Strengthening Government Institutions** ACED strengthens the government institutions in Aqaba and works directly with the Aqaba Special Economic Zone Authority (ASEZA) and Aqaba Development Corporation (ADC).
- **Strengthening Private Sector** ACED supports private sector growth by enabling the business environment to more effectively attract, support and enhance the number, competitiveness, and capabilities of Micro, Small and Medium Enterprises (MSMEs). In addition, the program works to organize various sectors through business associations to better serve their respective audiences in Aqaba.
- **Enhanced Community Development** ACED works closely with ASEZA to empower Community-Based Organizations (CBOs) and encourage the local community to participate in the decision-making process. In addition, the ACED Program works to reduce poverty in underprivileged communities.

In addition, cross-cutting training and a small grants and commodities program supports various activities within the ACED program areas.

### 2. ACTIVITY BACKGROUND

The ACED Program works with the ASEZA Local Community Development Directorate (LCDD) to increase local community participation in decision-making. Many neighborhoods and communities of Aqaba have expressed frustration with the lack of public space or safe playing areas for children. The ACED Program, in coordination with ASEZA, wishes to establish playgrounds in several sites throughout Aqaba to serve as a safe place for children to play and families to meet.

### 3. COMPANY PROFILE\*

Interested companies must meet the following organizational requirements:

a) <b>Years of Experience</b>	At least 2 years' experience providing and installing playground equipment.
b) <b>Number of Projects</b>	At least 2 similar projects with positive references.
c) <b>Financial Capability</b>	Companies must be in good financial standing with the capability to finance the project.
d) <b>Other</b>	Must be a Jordanian-registered firm.

\*The company must provide certifications and all required documents to validate above information.

### 4. LOCATION, DURATION AND REQUIREMENTS

- **Location:** The playground equipment will be installed in 10-20 different locations in Aqaba and the Aqaba Governorate. Annex 3 contains a list of the specific sites.
- **Expected delivery/installation time:** The vendor shall supply install the playground equipment based on a schedule approved by the ACED Program. The vendor is responsible for maintaining and/or storing equipment (if necessary) during the period of performance.
- **Source/Origin:** Europe, USA, Turkey, MENA. Products cannot be from any of the restricted countries including Cuba, Iran, Iraq, Laos, Libya, North Korea, and Syria
- **Variation Orders:** the ACED Program has the right to reduce the quantities by 50% of the quantities mentioned in the RFP before or after contract signatures.

### 5. INSTRUCTIONS to BIDDERS

#### 5.1 General:

5.1.1 **Technical Proposals** must be organized as follows and must include:

Section 1: Letter of Transmittal: Showing compliance with the Administrative requirements specified in Section 6 of the RFP.

Section 2: Product Offer/ Technical Specifications.

- **Using the template in Annex I**, complete the technical compliance sheet that details your offer's compliance with the Technical Specifications listed.
- Provide a product catalogue or brochure showing the product's capabilities.
- Provide a certificate of origin for the product.
- **Delivery confirmation:** confirm the time needed to deliver and install the equipment to the locations specified in Annex 3.

Section 3: Company Description

- Description of the firm (one page) – Provide a brief description of your company illustrating overall product/service line and capabilities to meet the terms of the RFP.
- Using the template in Annex 2, provide a description of at least 3 relevant projects. Contact information for references for each project must be included.
- Copy of financial statements (budget, income and cash flow) for the last 3 years.
- Copy of company registration and professional certificates.

Only Firms that meet the Administrative and Technical specifications will be eligible to have their Financial Proposals opened.

5.1.2 **Financial Proposals** must be organized as follows:

Fixed-Price Cost Breakdown: Provide a final fixed-price using the template in Annex 3 including a breakdown of unit costs per item for commodities and other services. The financial offer should include all relevant costs of equipment installation and free maintenance, warranty and support for 3 years. Also, no sales tax is to be included in the offer since the ACED Program is sales tax exempted.

5.1.3 The ACED Program reserves the right to conduct negotiations once a successful proposal is identified, or to make an award without conducting negotiations based solely on the written proposals if it decides it is in its best interest to do so.

5.1.4 The ACED Program reserves the right not to make any award or to cancel this solicitation without notice. These instructions to Bidders will not form part of the offer or of the Contract. They are intended solely to aid Bidders in the preparation of their proposals.

5.1.5 Questions should be submitted by email ONLY to [info@aced-jordan.com](mailto:info@aced-jordan.com) and [aced.jordan@gmail.com](mailto:aced.jordan@gmail.com) or fax to 03 201 7760 by the date listed below. No phone calls will be accepted. Unsolicited phone calls regarding this RFP may result in disqualification of the bidder.

5.1.6 Vendors may be disqualified if ACED staff, the ACED Program and/or its counterparts relevant to this procurement are contacted directly or indirectly through any means other than formal email to the above email addresses.

### *5.2 Guarantees*

5.2.1 Tender Guarantees: Vendors must a tender/bid bank guarantee with their offer for an amount of JD 5,000.00 valid for 3 months from the date of submission of their proposal.

5.2.2 Performance Guarantee and Maintenance Bond: The selected vendor will be required to provide a performance and maintenance guarantee after award but before contract signature. The guarantee must be for 10% of the total contract value to be valid for three years from date of the award.

### *5.3 Submission*

5.3.1 Language: The proposal and all associated correspondence must be in English. Any award document resulting from this request will be in English.

5.3.2 Bidders must submit technical and financial proposals in **both hard and electronic copies** in separate sealed envelopes delivered by courier or hand-delivered to the ACED Program, 5th Residential Area, P.O. Box 2494, Aqaba 77110 Jordan by the deadline.

5.3.3 Bidders must submit technical and financial proposals in separate sealed envelopes with each clearly marked..

5.3.4 Proposals must be submitted by the following means:

5.3.4.1 One (1) Original plus four (4) Hard Copies of technical proposals.

5.3.4.2 One (1) Original plus four (4) copies of financial proposals.

5.3.4.3 Electronic submission using separate CDs. One for the technical proposal and one for the financial proposal. The proposals must be submitted as combined pdf files (one for technical one for financial).

- 5.3.5 No email submissions will be accepted.
- 5.3.6 Packages received after the closing date and time of this RFP may be disqualified.
- 5.3.7 Bidders are responsible for requesting delivery confirmation for submissions.

*5.4 RFP Delivery Schedule*

RFP Released to Interested Bidders..... December 22, 2011  
 Bidders meeting .....TBD  
**Proposals Due .....January 22, 2012 at 14:00 hrs.**

**\*SHOULD ANY CHANGES IN THIS SCHEDULE OCCUR, BIDDERS WILL BE NOTIFIED THROUGH THE ACED WEBSITE: [www.aced-jordan.com](http://www.aced-jordan.com)**

**6. EVALUATION & AWARD**

The ACED Program will first screen each company based on the below criteria. Companies that do not meet **ALL of the below Administrative criteria are not eligible and their technical offers will not be evaluated.** Companies must provide supporting documents to validate the below criteria.

**Administrative Requirements:**

<b>a) Years of Experience</b>	At least 2 years' experience providing and installing playground equipment.
<b>b) Number of Projects</b>	At least 2 similar projects with positive references.
<b>c) Other</b>	Must be a Jordanian-registered firm

Companies that meet the Administrative Requirements will have their technical proposals evaluated based on the specifications and requirements set in Annex I. Bidders that meet all the technical requirements will then be eligible for financial proposal review.

## **ANNEX 1: TECHNICAL SPECIFICATIONS AND REQUIREMENTS**

**Playground Equipment needed:** Each playground site requires a complete set of playground equipment. Each set contains the following five separate units.

### **1: Double Slide Play Structure:**

The play structure should be a stand-alone unit and must contain:

1. Two slides (one open, flat slide and one open, spiral slide)
2. One Spiral Climber
3. One Sliding Pole
4. One Monkey Bar set



### **2: Swings**




### **3: Seesaw or teeter-totter**


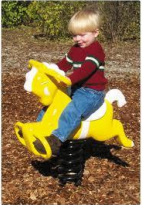

### **4. Spring Riders**

### **5. Merry-go-round**

Specifications for each of these units is included in the below table. The pictures provided are purely illustrative.

Item	Minimum Specifications Required	Specifications Offered	Quantity
<p><b>Open slide &amp; Open Spiral Slide</b></p> 	<p><b>Plastics (Slides, Hoods)</b></p> <ul style="list-style-type: none"> <li>- 1<sup>st</sup> quality liner.</li> <li>- 3/8" wall thickness.</li> </ul> <p><b>Slide Foot:</b></p> <ul style="list-style-type: none"> <li>- 3.5" support mat.</li> <li>- Pre-treatment wash primer.</li> <li>- Powder coat finish.</li> </ul> <p><b>Slide support:</b></p> <ul style="list-style-type: none"> <li>- 3.5" galvanized steel support post.</li> <li>- Pre-treatment wash primer.</li> <li>- Powder coat finish.</li> </ul> <p><b>Measurement (Bid way Slide)</b></p> <ul style="list-style-type: none"> <li>- Tough double wall constructions of Height: 240 cm, Run: 200cm, width : 60 cm</li> </ul> <p><b>Measurement (Open Spiral Slide)</b></p> <ul style="list-style-type: none"> <li>- Comes in a hood of Height: 240 cm, Run: 200cm. width: 60.</li> </ul>		
<p><b>Spiral Climber</b></p> 	<p><b>Climber:</b></p> <ul style="list-style-type: none"> <li>- 1.66" Galvanized pipe.</li> <li>- Powder coated finish</li> <li>- Height: 240 cm</li> </ul> <p><b>Hand/Foot Rungs:</b></p> <ul style="list-style-type: none"> <li>- 1.5" galvanized pipe</li> <li>- Powder coated finish</li> </ul>		<p><b>20 play structures (one for each site)</b></p>
<p><b>Sliding Pole</b></p>	<p><b>Plastics (Slides, Hoods)</b></p> <ul style="list-style-type: none"> <li>- 1<sup>st</sup> quality liner</li> <li>- 3/8" wall thickness.</li> </ul> <p><b>Slide Foot:</b></p> <ul style="list-style-type: none"> <li>- 3.5" support mat.</li> <li>- Pre-treatment wash primer.</li> <li>- Powder coat finish.</li> </ul> <p><b>Slide support:</b></p> <ul style="list-style-type: none"> <li>- 3.5" galvanized steel support post.</li> <li>- Pre-treatment wash primer.</li> </ul>		

Item	Minimum Specifications Required	Specifications Offered	Quantity
	<ul style="list-style-type: none"> <li>- Powder coat finish.</li> </ul> <p><b>Measurement (Flat Slide)</b></p> <ul style="list-style-type: none"> <li>- Tough double wall constructions of Height: 120 cm, Run: 150cm, width : 60 cm</li> </ul>		
	<p><b>Monkey Bars</b></p>  <ul style="list-style-type: none"> <li>- Height: 240 cm</li> <li>- Length: 300 cm</li> <li>- Galvanized pipes 1.5"</li> <li>- Pre-treatment wash primer.</li> <li>- Powder coat finish.</li> </ul>		
	<p><b>Decks and Bridges</b></p> <p><b>Pipe wall</b></p> <ul style="list-style-type: none"> <li>- 1-1/4" O.D. galvanized steel support post</li> <li>- Powder coat finish.</li> </ul> <p><b>Treads &amp; stringers</b></p> <ul style="list-style-type: none"> <li>- 12 gauge HR steel.</li> <li>- Perforated surface – 1.25" o.c. between perforations</li> <li>- Polyvinyl Chloride (PVC) coating.</li> </ul> <p><b>ROD</b></p> <ul style="list-style-type: none"> <li>- 1/4" diameter rod.</li> </ul> <p><b>Handrails &amp; gates</b></p> <ul style="list-style-type: none"> <li>- 1-1/4" O.D. pipe.</li> <li>- Pre-treatment wash primer, Powder coat finish.</li> </ul> <p><b>HAND RAILS</b></p> <ul style="list-style-type: none"> <li>- 1-1/4" O.D. round steel tube</li> <li>- Powder coat finish</li> </ul>		
<p><b>Seesaw or teeter-totter</b></p> 	<ul style="list-style-type: none"> <li>- Iron bar length: 210cm.</li> <li>- Seats: two seats on the edges of the iron bar. Coated with rubber or polyethylene.</li> </ul>		<p style="text-align: center;"><b>40</b> <b>(Two for each site)</b></p>

<p><b>Swing with two seats</b></p> 	<p>Standard Post Swing:</p> <ul style="list-style-type: none"> <li>- <b>FRAME:</b> 5" O.D. round galvanized pipe, Powder coat finish</li> <li>- <b>Pipe Swing Hanger</b> <ul style="list-style-type: none"> <li>- Galvanized, malleable iron.</li> <li>- Rust proof.</li> <li>- Lubrication-free brass bearing.</li> <li>- Plated carriage bolts and machine bolts• Will not twist on pipe.</li> <li>- Smooth, noiseless action.</li> </ul> </li> <li>- <b>Seats:</b> Two seats, Fiber coated with rubber.</li> <li>- <b>Measurement:</b> Height: 240 cm, Length: 350cm.</li> </ul>		<p style="text-align: center;"><b>40</b> <b>(Two for each site)</b></p>
<p><b>Spring Rider</b></p> 	<ul style="list-style-type: none"> <li>- Height: 60 cm.</li> <li>- Fit for one child.</li> <li>- Seats: from poethylene</li> </ul>		<p style="text-align: center;"><b>40</b> <b>(Two for each site)</b></p>
<p><b>Merry-go-round</b></p> 	<ul style="list-style-type: none"> <li>- Steel deck.</li> <li>- Spins on axis with speed controller by governor.</li> <li>- Dimension: 240 cm diameter.</li> </ul>		<p style="text-align: center;"><b>20</b> <b>(One for each site)</b></p>

General Conditions:

1. Age group 4-12 years.
2. Where applicable, all materials should be made of polyethylene and should comply with the international standards for safety of children.
3. Steel structure should be galvanized, prewash treatment and powder coated.
4. 4" Steel pipes should be used where applicable.
5. All clamps should be of aluminum, Bolts &nuts should be of stainless steel
6. All equipment should be resistant to heat and humidity.
7. Stairs and Decks should have handrails and covered with rubber material.
8. All equipment should be fixed permanently in the assigned locations.
9. Measurements and dimensions could vary ( $\pm$ ) 15%.
10. Playground equipment will be installed in 20different locations in Aqaba and Aqaba governorate.
11. Three years warranty including maintenance and spare parts. The vendor should provide the periodic maintenance plan for the agreed upon sites as mentioned in Annex 3.

Authorized Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Stamp: \_\_\_\_\_

Date: \_\_\_\_\_

**ANNEX 2: Project Experience Table**

<b>Project Name</b>	<b>Location</b>	<b>Client</b>	<b>Contract Value</b>	<b>Period of Performance (Start-End Dates)</b>	<b>Description of Activities/ Achievements</b>	<b>Client Reference (Name, title, email, phone)</b>

### ANNEX 3: List of Proposed Playground Locations

No.	Area	Address	Number of Playgrounds Per Site
1	Al Zahraa Neighborhood (1)	Aqaba	1
2	Al Zahraa Neighborhood (2)	Aqaba	1
3	Royal Park	Aqaba	2 (Small and large)
4	Al Karameh Neighborhood	Aqaba	2
5	The Red Hill	Aqaba	1
6	Princess Haya Park	Aqaba	2
7	Princess Salma Park	Aqaba	1
8	Middle Beach	Aqaba	4
9	Southern Badia Society	Qweirah	1
10	SOS village	Aqaba	2
11	Rahmeh Association	Rahmeh Village	1 (small)
12	Al Shareef Nasser Association	Qureiqrah	2
Total			20