

*Proyecto Adaptación a los impactos del cambio climático en recursos hídricos en los Andes  
(AICCA)*

TERMS OF REFERENCE (TOR)

“IMPROVEMENT OF DISTRIBUTION PHASE OF SAYMIRIN’S SANTA TERESITA DRINKING  
WATER SYSTEM AT CHIQUINTAD PARISH”

Start date:	Since the reception of the written authorization for the start of the construction issued by the CONDESAN’s contract manager and signed contract
Location:	Azuay - Ecuador
Lenght:	240 calendar days
Type of contract:	Construction contract
Referential amount:	USD 306.974,38 taxes included
Project:	AICCA
Financing:	100% AICCA
Paying items:	Component 3, Activity 9, ECU 1315
Supervisors:	National Coordinator (by their acronym in Spanish LTN) from AICCA Project - CONDESAN

Approved by:	National Focal Contact (MAAE)
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1. BACKGROUND AND JUSTIFICATION

The “Consortio para el Desarrollo Sostenible de la Ecorregión Andina” (CONDESAN) is a non-governmental non-profit organization that operates in the Andean region, developing actions for the sustainable development of Andean’s natural resources, generating environmental, social and institutional information, and supporting decision making processes at different scales in the region. In this framework, CONDESAN develops some research projects and provides technical support with different stakeholders.

The “Adaptación a los Impactos del Cambio Climático en los Recursos Hídricos de los Andes” project – AICCA is a coordinated effort of environmental authorities from Colombia, Ecuador, Perú and Bolivia, financed by the Global Environment Facility (FMAM/ GEF), implemented by – the Development Bank of Latin America CAF and executed by CONDESAN.

AICCA Project works to reduce the impacts of climate change in prioritized sectors: the urban stormwater drainage in Bolivia, highland agricultural systems in Colombia, small and medium scale hydropower in Ecuador, and minor irrigation for familiar agriculture in Perú.

The objective of this regional initiative is: Generation of scientific and technical information about adaptation of climate variation and climate change for water resources management, as an information tool for local and national public politics.

Therefore, AICCA promotes local knowledge by doing activities, processes and methods to share with other countries and regionally. In this way, it creates new knowledge.



In Ecuador, the goal of the Project is to contribute at the management and inclusion of climate change's adaptation on the hydropower subsector, including ecosystems and biodiversity as corner stones for energy sustainability and at the same time, contribute to the efficient production of energy for the country. Finally, it supports the sustainable development by adaptation strategic interventions on the Victoria's (Napo province) and Machangara's (Azuay and Cañar provinces) watersheds.

In Azuay province, AICCA works in the Machangara's watershed where there are climate adverse conditions. There the climate change's adaptation strategic interventions increase the human water security on the influence area, to optimize its consumption. Thus, the project proposes to increase resilience of the drinking water potable service management by the implementation of actions addressed to improve Santa Teresita's water public system at the Chiquintad parish.

Water is prioritized for human consumption, the Machangara's watershed also provides water for Machangara's hydropower complex which can be affected if the water level decreases and could not be available for this purpose which is why optimization of its use is important. Santa Teresita drinking water public service infrastructure is at the end of its useful life and is beginning to show some operational problems. Based on design technical recommendations from authorities, (Cuenca's Master Plan and Design Standards for Sanitary Constructions) an evaluation of the actual conditions of the water drinking service was made and a proposal to improve the distribution phase of this service.

In the Machangara's watershed, the main climatic threats identified are droughts, which directly affect the availability of water resources in the multipurpose Machangara system. Each component of this system is interrelated and dependent on the same river: the generation of electrical energy (35 MW), the distribution of water for human consumption (approx. 300,000 people), irrigation (2000 users), industrial uses and ecological flow.

Under this comprehensive approach, the AICCA project developed the document "Gaps and needs for the adaptation of the populations and ecosystems of the Machangara's watershed" where it was prioritized to safeguard the water resource for the generation of energy of the Machangara Hydroelectric Complex (CHM) to through the improvement of local drinking water systems. This decision arises from the requirement to optimize the use of the flows used by the hydroelectric plants that also feed the drinking water systems (SAP) of Machangara, in these, the regulated flows suffer losses due to the obsolescence of the different components of the SAP (collection, conduction and distribution), and other consumptive uses of water (irrigation and industry) affecting the efficiency of the entire Machangara Multipurpose System. Therefore, the need to improve each component (user) of water in order to face the challenges derived from climate change, in this case droughts, through a harmonious management of technified irrigation, efficient drinking water systems and planned hydroelectric generation with climate, complemented with effective social governance processes, the latter established 22 years ago through the Machangara Basin Conservation Committee, an entity that brings together nine institutions of civil society and with whom it has been drawn up the present proposal for integrated water management.

On the other hand, this measure of an infrastructural type allows to increase the adaptive capacity of the inhabitants vulnerable to climate change by having the water resource in





appropriate quality and quantity in the face of the impacts that drought will have on the availability of this environmental good. It should be noted that the beneficiaries of this measure contribute by conserving their properties, located in a strategic area for the water recharge of the watershed. Currently, the system is at the end of its design period, in addition, it has been presenting different operating problems. Therefore, following the technical design recommendations (Master Plans of the City of Cuenca and Sanitary Works Design Standard), an evaluation of the existing conditions of the drinking water system has been carried out and a proposal to improve this service in its component of distribution.

The construction project to be implemented is located in the Chiquintad parish, northeast of the Cuenca canton, Azuay province, in the community known as Santa Teresita (the largest in the parish), which covers approximately 50 km<sup>2</sup>. Located in the central area of the parish, the project's coverage area amounts to about 48.5 hectares, connected to the south with its Parish Center.

## 2. OBJECTIVE

### 2.1. General objective

To improve the distribution phase of Saymirin's Santa Teresita drinking water system at Chiquintad parish, Cuenca canton, Azuay province, with the implementation of works according of the definitive study carried out by ETAPA EP.

## 3. SCOPE

This call for proposal is addressed to hire a natural or legal person (Bidder) to improve the distribution phase of Santa Teresita of Saymirin's potable water system at Chiquintad parish, Cuenca canton, Azuay province, based on the final technical study prepared by ETAPA EP<sup>1</sup>.

The Bidder must demonstrate experiences in constructions, personal management, materials and equipment to do the following activities:

- Technical analysis of the final technical study and its attachments for the improvement of the drinking water system.
- Buying high quality materials
- Personal, material and equipment mobilization arrangements to the construction locations
- Storage of materials and equipment during the construction works
- Improvement of the Santa Teresita's drinking water system at Chiquintad parish in its distribution phase
- General cleaning of the works area in each phase of construction

The conditions for the service provision and the characteristics of the required materials are defined in the Technical General Specifications of the final technical study prepared by ETAPA EP.

If the construction conditions, require the Company to block partial or total vehicular circulation,

<sup>1</sup> The definitive study carried out by ETAPA EP will be delivered to legal person entities that express their interest (see part 4 of this document).





is its responsibility to coordinate actions with the Police local authorities in order to avoid accidents. The Company has to notify to all the local users of the influence area, the schedules of accessibility, the duration of this situation, alternative roads; either in a sideway of the road where works are taking place or another alternative road. The cost for these activities should be included in the indirect costs of the construction without right to ask for an additional pay.

The Company must keep in the construction a minimum stock of materials for possible damages that can be produced to other infrastructures and can cause other user's discomfort. The cost of these materials should be included in indirect costs of the construction without right to ask for an additional pay.

Technical specifications are included of the needed activities to minimize, control, mitigate and prevent social and environmental impacts caused by the project which are included in the Environmental Plan approved by the Environmental Authority for the constructive phase. This document is of mandatory compliance. The Company and inspector should comply to ETAPA's operative and maintenance manual for potable public water. In case of incompliance of these or other specifications, the inspector will order the works suspension until they have a satisfactory compliance for CONDESAN and for the inspector. The Company will pay the costs for the paralyzation of the project.

In legal terms and in compliance of the current Ecuadorian laws related to the Work Code and Social Security Law, the Company is considered the employer. The Company in his condition of employer will be the unique responsible for any damage caused by worker's accident during the entire time of construction. Therefore, all the constructor's workers must be affiliated to the Ecuadorian Social Security Institute as determined by the Ecuadorian laws.

#### 4. GUIDELINES FOR THE PRESENTATION OF THE TECHNICAL AND ECONOMIC OFFER

The Bidder should present a technical and economic offer in independent files. The offer should be included the construction methodology according with the definitive study carried out by ETAPA EP. It should be consistent and adequate with the contract's objective and describe all the activities since the beginning of the construction with enough detail and justification and include procedures for each work. The economic offer should detail break down activities, material's purchase and others needed to do the work based on the referential budget and the unit price analysis.

The technical offer must have a correct sequence of activities, describe the interrelation between them and the proposed number of simultaneous work fronts. The valued work schedule will be evaluated, it should consistent with the unitary price analysis and the use of the proposed equipment.

If the methodology proposed by the Bidder is considered not appropriate, it will be a cause of disqualification.

The Bidder should consider the technical and economical final studies for the "Improvement of distribution component of Santa Teresita of Saymirin's drinking water system at Chiquintad parish" includes:





- Folder Technical document for the improvement of the whole drinking water system. Stick to the distribution phase which is the purpose of this TOR.
- Folder Hydraulic backrest, Distribution modeling
- Folder Santa Teresita work chronogram for distribution networks Santa Teresita work chronogram for distribution networks.
- Folder Budget, Network budget SAP Santa Teresita-jul2021 and budget networks SAP + APUS redes SAP Santa Teresita-jul2021
- Folder Environmental license, files: technical feasibility Santa Teresita, “Resolución Ambiental Rcoa”, Environmental data.
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- Folder Distribution blueprints of Santa Teresita
- Risk and planning reports prepared by the Principal GAD of Cuenca
- Folder Technical specifications/ networks specifications SAP STA Teresita jul 2021
- Intersection certificate
- ETAPA EP's operative and maintenance manual for potable rural water
- Authorizations for construction obtained by ETAPA EP.

The information detailed above will be shared with the bidder once an intention letter that indicates the interest to participate is presented, as mentioned in the item 17 of this document.

The forms related to the bidder profile and the technical team profile, as well as the technical and economic offer must be sent in Spanish.

It's important to emphasize that the construction process will be supervised by an inspector professional appointed by ETAPA EP.

#### 5. PRODUCTS AND/OR SERVICES THE TECHNICAL OFFER SHOULD INCLUDE

The expected product corresponds to the improvement of the distribution phase of Santa Teresita of Saymirin's potable water system at Chiquintad parish, Cuenca canton, Azuay province based on the studies prepared by ETAPA EP detailed in items 3 and 4 of this document.

The technical offer should focus on the improvement and extension of the distribution of Santa Teresita of Saymirin's potable water system.

#### 6. EXPERIENCE OF THE BIDDER (CONTRACTOR) AND PROFESIONAL TEAM WORK

For the construction proposed in this TOR the enterprise bidder and its team work must have the following experience:

##### 6.1. Bidder's requirements

- Demonstrated experience of at least 3 projects related to the construction of potable water systems, sewerage or similar to this process.
- Experience of 2 projects with public Ecuadorian institutions related with this process.
- Bidder natural or legal person must show at least one executed contract by a similar or





higher amount than the budget of this process (\$ 306.000,00 taxes included).

#### 6.2. Documents required in the offer

- Presenting the audited financial balances from years 2020 and 2019 in case of legal persons, and the financial statements from years 2020 and 2019 from natural persons who are in the obligation to present accounting reports.
- Presenting the enterprise's biosafety protocol to prevent the COVID-19 spread

The enterprise profile must be presented according to Annex 1. Format 1 and should add the verification documents to prove the detailed experience such as: contracts, final delivery receipt minutes, etc.

Note: If during the execution of the contract the constructor enterprise or natural person needs to change someone from the technical team included originally on its technical offer. The change of personnel will be possible only with the contractor permission (based in the technical evaluation of the CV of the new professional), which must have the same or a better profile.

#### 6.3. Bidder's profile (natural or legal person)

Item	Detail	Kind	Description	Required experience	Amount in similar contracts
1	Bidder	General experience in civil Engineering	The bidder must have proved experience as contractor of the civil Engineering constructions for an amount of \$306.000 dollars in at least one project. It must add contracts or documents to prove it either from the public or private sector.	General: Ten (10) years in construction services of civil Engineering.  Specific: Six (6) years in construction of potable water systems.	USD\$ 350.000

#### 6.4. Professional profile of the team

Quantity	Function	Study level	Professional experience	Participation
1	Superintendent: He/She should be responsible of contract fulfillment and the coordination with the contracting entity.	Bachelor degree on Civil Engineering.  Master's degree on related topics to this process.	General: Ten (10) years of experience since the date of graduation until the date of the announcement of this process. Specific: Four (4) years of experience in construction of potable water system.	Full time during the construction work







1	Construction resident: He/she should be the responsible of the construction implementation, management of the employees, support to the environmental management plan implementation. He/She should be supervised by Superintendent, environmental specialist and geology specialist.	Bachelor degree on Civil Engineering.	General Five (5) years of experience since the date of graduation until the date of the announcement of this process. Experience in material management and employees is required. Specific: Three (3) years of experience in construction of potable water system.	Full time during the construction work
1	Engineer Environmental Specialist: He/She should be responsible of the environmental management plan implementation. He/She should be supervised by the Superintendent.	Bachelor degree in Engineering: Environmental, or Environmental Management.	General: Five (5) years of experience since the date of graduation until the date of the announcement of this process. Specific: Three (3) years of experience in environmental management for infrastructure constructions	Part time (50%) during the construction execution
1	Geology – Geotechnic Specialist: He/she should be responsible of the geology issues of the construction. He/She should be supervised by Superintendent.	Bachelor degree in Geology or Civil Engineering with Geology or Geotechnic specialization or similar.	General Five (5) years of experience since the date of graduation until the date of the announcement of this process. Specific: Three (3) years of experience in geological, geotechnical or geophysical in general infrastructure constructions	Part time (25%) during the construction execution

Workers: workers should be responsible for the construction labor for the improvement of the potable water system. The bidder should provide enough workers needed for the accomplishment of the established length. The workers will be coordinated and supervised by



the Construction resident. It's preferable the workers are local people.

### 6.3 Accreditation

The bidder must comply with the the profile as natural or legal person according to the characteristics required. In addition, for the accomplishment of the technical team profile, it's necessary to present simplecopies of the degrees and SENESCYT certificates, contracts, work orders, work certificates, or another documentation to verify the experience of each professional.

### 6.4. Equipment

The enterprise must have all the equipment, machines and tools needed for the construction of the potable water system (2 backhoes with a power greater than or equal to 70 hp, 2 one-bag concrete machines, 4 compactors 4 hp, 2 suction pumps with a diameter greater than 2", 1 mini loader, tools, etc.).

## 7. TERM

The term of the contract will be two hundred forty (240) calendar days counted Since the reception of the written authorization for the start of the construction issued by the CONDESAN's contract manager and signed contract.

The term noted includes the necessary time for signing the final reception.

### 7.1. Provisional reception

The provisional reception will be done by a Company request presented to the Contracting entity, when the Company considers that the contracted works are finished and makes a reception petition during the term of the contract.

The Contracting entity can make claims to the Company between the provisional the real or presumed and definitive reception period. The claims must be solved by the Company during this time, as long as they were caused by the no observance of technical specifications, plans and project designs of the Company.

Between the provisional and final reception, there will be periodic inspections to corroborate the perfect status of the construction. In case, there are any objections issued by the Inspector, the Company must solve them if they are imputable to the Company, otherwise, corresponding forms that detail the implemented activities will be submitted for corresponding payments.

### 7.2. Definitive reception

Once the period since the subscription of the provisional reception minute or since the subscription of the provisional presumed minute is forebay, the Company will request a new verification of the contractual execution of the work, in order to do the definitive reception of the construction. This should be done within a period of ten (10) days since the reception of request submitted by the Company.





If in this inspection (verification visit), a construction defect is found which was not warned in the provisional reception, the final reception procedure will be suspended until it is satisfactorily corrected for the contracting entity and at the cost of the Company. If the defect is minor to the judgment of the Contracting entity, it will be corrected during the definitive reception process, but the final and definitive reception minute will only be signed once the problem has been solved.

All additional expenses required for the verification, tests; even the laboratory ones, are responsibility of the Company.

In case, the Company does not solve the problems detected, the compliance guarantee issued in favor of CONDESAN will be applied. With these resources CONDESAN will solve the technical issues of the construction.

If CONDESAN does not make any pronouncement about the definitive reception request, nor initiate it, once the period of ten (10) days has expired; It will be considered that reception has been made by law, for which a Civil Judge or a Public Notary at the request of the Company will notify the reception.

### 7.3 Presumed reception

The Contracting entity will declare a presumed reception in case that the Company expressly refuses to sign the provisional or definitive minute, or if it does not sign them within ten (10) days from the formal requirement made by the Contracting entity.

Once the presumed definitive reception has been carried out, the end of the contract will be declared by the request of the Company or by a declaration of the Contracting entity, leaving the corresponding technical-economic settlement safe from the rights of the parties.

The parties will seek in the term of ten (10) days after of the presumed definitive reception, to subscribe a technical- economical settlement minute of the contract, without prejudice to start legal actions that they considered assisted.

## 8. BUDGET AND PAYMENT METHOD:

The referential budget of the contract is USD 306.974,38 (THREE HUNDRED SIX THOUSAND NINE HUNDRED SEVENTY FOUR DOLLARS WITH 38/100) VAT included, the payment will be done by CONDESAN with AICCA project's financials resources by bank transfer of check.

## 9. PAYMENT METHOD AND CONDITIONS

The awarded bidder must present the following products and /or services.





Tabla N° 1: Products		
Product	Description	Delivery term *
First product	– Work plan that contains the objectives and activities to be implemented in this construction and a valued schedule.	7 calendar days after contract signing.
Second product	– First advance report (one) 30%, worksheet and annexes of the work endorsed by the inspector.	60 calendar days after contract signing.
Third product	– Second advance report (Two) 70%, worksheet and annexes of the work endorsed by the inspector.	120 calendar days after contract signing.
Fourth product	– Final global report of the construction, worksheet and annexes of the work endorsed by the inspector, including the provisional reception minute signed.	180 calendar days after contract signing.
Fifth product	– Definitive reception minute signed.	230 calendar days after contract signing.

- 10 days are considered for the administrative contract closure.

At the beginning of the contract execution, the inspector must verify that the Company complies with the commitments shown in its offer.

The Company will present in a report and worksheet the advance of the project, an informative summary table, indicating for each work concept the heading, description, unit, total amount and the total contracted value. These documents will be prepared and validated according the format given by the inspector and they will be an essential requirement to process the corresponding payment.

The payments of the contract will be made as follows:

Payment	Description	Percentage %
First payment	First product approval	30%
Second payment	Second product approval	20%
Third payment	Third product approval	20%
Fourth payment	Fourth product approval	20%
Fifth payment	Fifth product approval	10%
TOTAL		100%





The products approval is in charge of the National Coordinator (LTN for its acronym in Spanish) of the AICCA project, the Regional Coordination Unit of AICCA project (UCR for its acronym in Spanish) and the National Focal Point of the Ministry of Environment and Water (PFN MAAE for its acronym in Spanish) based on the inspector's reports.

The authorization for each payment will be made with approval of the National Coordinator, National Focal Point and the Regional Coordination Unit of AICCA-CONDESAN project once the products have been approved.

Payments require the delivery of an invoice to CONDESAN. CONDESAN is withholding agent, therefore, it will withhold the amounts corresponding to legal taxes.

## 10. COMPANY'S RESPONSIBILITIES

Adequately comply with the details of the present Term of Reference and with the commitments described in the contract to be signed.

10.1. About the technical product approach:

The Company will be responsible of the adequate planning, programming, conduction and technical quality of each product. In accordance with the products table detailed in item number 9 of this document.

10.2 About the quality of the product: The Company will be directly responsible of the schedule accomplishment, timely achievement of the planned goals and adoption of the necessary provisions for the execution of the contract.

10.3 About personnel hiring: The Company is totally responsible for the hiring of personal that is required for the fulfillment of this contract.

10.4 About biosafety protocol implementation: The Company is responsible for the strict application of the biosafety protocol presented.

## 11. SPECIAL CONDITIONS

The contract is all costs included, including mobilization, logistics, travel expenses, workshops, materials and equipment, as well as the accidents insurance costs and others required for the performance of the contract. CONDESAN does not assume any responsibility for the contracts to third parties that the Company makes, being its team the solely responsible to comply with the products agreed in the contract.

The Company must comply with all the biosafety measures determined by the National COE and Cantonal COE authorities, in order to preserve the health of the people involved in the provision of the service and people with whom they might interact in order to prevent COVID 19. The Company will present to CONDESAN a biosafety protocol that will be implemented during the contract.





Any unforeseen event that arises within the team is the company's solely responsibility. In case of absence of any of the qualified professional for more than 15 consecutive days, they must be replaced with a person with a similar professional profile, prior knowledge and authorization of the contract administrator.

### 11.1. Fines

Fines will be imposed for delays incurred in the fulfillment of the valued schedule; as well as for the non-compliance of the other contractual obligations, which will be determined for each day of delay. The fine to be applied corresponds to three per thousand (3‰) of the percentage of the pending execution obligations to be executed in accordance with the provisions of the contract. The minimum compliance must be greater than 80% of the progress corresponding to the evaluated period plus 100% of the accumulated progress of the previous period.

Some of the non-compliances that the Contracting entity could incur and for which a daily fine equivalent to three per thousand (3‰) of the percentage of the obligations that are pending to be executed are:

- For not having the minimum equipment offered or withdrawing them without justification and without the respective authorization.
- If the Bidder does not have the technical or operational staff, according to the contractual commitments.
- If the Bidder does not apply the orders resulting from the inspection and during the time that this non-compliance.
- When the Bidder intentionally obstructs the work of other contractors or of the Contracting entity's workers.
- Due to delay in the delivery of reports and worksheets as indicated in this document.

No fines will be imposed, in case of an unforeseen or force majeure event, duly verified and accepted by the contract administrator, who is appointed by CONDESAN. The Bidder will notify at the Contracting entity within 72 hours of the occurrence of the events. If such notification is not mediated, the facts alleged by the Bidder for the non-execution of the work will be understood as not having occurred, and fines detailed above will be imposed.

In all cases, fines will be imposed by the contract administrator, who will establish the non-compliances, dates and amounts. The contracting entity is authorized by the Bidder to make effective the fine imposed, to establish the value of the corresponding payroll of the month in which the event that motivates the sanction occurred, without any requirement or procedure.

If the value of the fines exceeds three percent (3%) of the total amount of the contract, the contracting entity may terminate it early and unilaterally, applying the guarantee of faithful compliance.

The fines imposed will not be reviewed or returned by any reason to the Bidder.

### 11.2 Guarantee of faithful compliance

The Bidder must present an unconditional guarantee or bond instrumented insurance policy, unconditional and irrevocable equivalent to 20% of the contract value, addressed to CONDESAN





that must be valid during the contract term.

### 11.3 Others

CONDESAN and AICCA project reserve the right to request any extra documentation, or if considered necessary to enable new phases of evaluation of the offers received, in order to identify the best bidder option, given the importance of the final product of this contract.

## 12. SUPERVISORS

General supervision will be carried out by the Technical Focal Point of AICCA – MAAE project and the National Coordinator of the AICCA project.

For the inspection, a technical official from ETAPA EP will be appointed.

## 13. CONSTRUCTION IMPLEMENTATION PLACE

The contract will be signed in Quito, the process to improve the Santa Teresita's distribution component of potable water system of Saymirin will be carried out in the Santa Teresita community, Chiquintad parish, Azuay province.

## 14. INSTRUCTIONS FOR SUBMISSION OF OFFERS

Interested companies or natural persons must send their interest letter to the email [convocatorias\\_aicca\\_ecuador@aiccacondesan.org](mailto:convocatorias_aicca_ecuador@aiccacondesan.org). The AICCA project will reply sending the technical file of the construction project.

Once the technical file has been sent, interested companies must send the following documents, in separate files for each item:

- a) Bidder's profile and team professional profile. The Bidder must present the endorsement of the experience as a legal entity. Additionally, it must present the resumes of the professional team that evidence the academic training and work experience required and verifiable requested on the terms of reference for this contract. The Bidder must present the audited financial balances of 2020 and 2019 in case of legal persons, and the financial statements from years 2020 and 2019 for natural persons who are in the obligation to present accounting reports (Annexes 1 and 2).
- b) Technical offer, description at a technical level of how the Terms of Reference will be addressed. They should not be transcribed, additional contributions or improvements to the requested activities will be valued. Technical offer should include: objectives, scope, responsibilities of the team presented, methodology and valued schedule.

## 15. PROPOSAL EVALUATION

The evaluation of proposals will be carried out by the members of the Evaluation Committee, who will qualify the offers and select the contractor. To select the best offer, the combined





scoring method will be applied, out of a total of 100 points, according to the following detail:

Table N° 3: PROPOSAL EVALUATION		
STAGES	DESCRIPTION	POINTS
Bidder profile	The experience of the bidder will be evaluated since its legal constitution (Form 1).	40 points
Professional profile of the team	General and specific requirements or the professional team required in the ToR will be evaluated (Form 2).	30 points
Technical offer	For those proposals who complete the requirements, the convening entity will apply the evaluation criteria to assign the scores, in the Technical Proposal Rating Form.	10 points
Economic offer	It must include the cost detail of each required item for the construction for the potable water system (materials, professional services, labor and all those inherent for fulfillment of the contract).	20 points

#### 16. ANNOUNCEMENT

The resumes, certificates and technical proposal must be sent until September the 23<sup>rd</sup>, 2021 at 23h59 to the email: [convocatorias\\_aicca\\_ecuador@aiccacondesan.org](mailto:convocatorias_aicca_ecuador@aiccacondesan.org). Only proposals that comply with the ToR requirements will be considered.

For accessing to the definitive studies, those interested should send a letter of interest to the email: [convocatorias\\_aicca\\_ecuador@aiccacondesan.org](mailto:convocatorias_aicca_ecuador@aiccacondesan.org)

#### 17. INQUIRIES PRIOR TO THE SUBMISSION OF PROPOSALS

Inquiries will be received by email: [convocatorias\\_aicca\\_ecuador@aiccacondesan.org](mailto:convocatorias_aicca_ecuador@aiccacondesan.org) until September 14th, 2021 at 23h59. Responses will be sent directly to those interested.







## Annex 1

## FORM 1. BIDDER'S PROFILE

The information presented in the form must be accompanied by their respective supporting documents. For companies attach the company/organization constitution documents, in order to verify the experience and the audited financial balances of 2020 and 2019. For natural persons who are in the obligation to present accounting reports, present the financial statements from years 2020 and 2019

Enterprise data	
Organization's name:	
Legal representative's name:	
(RUC) Single Taxpayer registry number:	
Address:	
Telephone number:	

Work Experience					
N.	Contractor / Financier	Project's name / Location	General or specific experience	Responsibilities, activities, relevant milestones	Time frame (years)
1	XX	Project ..... Azuay - Ecuador	EG / EE	<i>Preparation of the risk management plan for the Machangara hydroelectric complex</i>	june 2014 - june 2016 2 years Supporting documents attached
2					
3					
4					
5					
6					

The blue line corresponds to an example of how the form should be filled out.

FINANCIAL STATEMENT AUDITS	
Name of the 2019 Audit company:	
Telephone number and email of Audit company:	
2019 audited balances attached:	
Name of the 2020 Audit company:	
Telephone number and email of Audit company:	
2020 audited balances attached:	





## Annex 2

## FORM 2. TEAM PROFESSIONAL PROFILE

The information presented in the form must be accompanied by their respective supporting documents.  
 In order to confirm the academic training and professional experience.

Personal information	
Name:	
Nationality:	
Address:	
Identification document / RUC:	

Studies			
Level	Title	Educational Entity	Degree date
High school			
Bachelor:			
Postgraduate:			

Professional experience					
N.	Company/ Location	General or especific experience	Position	Responsibilities, activities, relevant milestones	Time frame (years)
1	XX	EG / EE	Risk Management Specialist	<i>Preparation of the risk management plan for the Machangara hydroelectric complex</i>	june 2014 - june 2016 2 years Supporting documents attached
2					
3					
4					
5					
6					

The blue line corresponds to an example of how the form should be filled out.

