SOLOMON ISLANDS GOVERNMENT

MINISTRY of EDUCATION AND HUMAN RESOURCES DEVELOPMENT

COMPETITIVE BIDDING PROCEDURE

REQUEST FOR PROVISION OF PRELIMINARY SERVICES FOR SCHOOL SITES IN THE SOLOMON ISLANDS FOR THE CONSTRUCTION OF NEW SCHOOL BUILDINGS

Reference Number: CTB C86/2026

NOVEMBER 2026

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Letter of Invitation

November 2026

To All Tenderers

Tender Reference No.*:* CTB C86-2026

Project Name: Request for Provision of Preliminary Services for School Sites in the Solomon Islands for the Construction of New School Buildings

The Ministry of Education and Human Resource Development (MEHRD) invites interested eligible Service Providers to submit proposals for the Provision of the following Preliminary Services.

A. **Lot 1 - UXO Surveys;**
B. **Lot 2 - Boundary and Topographic Surveys; and,**
C. **Lot 3 - Geotechnical Investigations/Assessments.**

For School sites in the Solomon Islands for the Construction of New School Buildings.
Full details are provided in the attached Scope of Services and Activity Schedule.

Tenderers can either bid for any, or all of the Lots. Contracts will be awarded to the winning Tenderer for each Lot. If a Tenderer wins multiple Lots, a single contract will be awarded for the Lots which are won.

Bidding will be conducted through the Competitive Tendering Procedure as specified in the SIG Financial Instructions 2010, Public Financial Management (Procurement) Regulations 2021 and Procurement and Contract Administration Manual August 2022 and is open to all eligible Services Providers.

Interested eligible Service Providers may obtain further information or a complete set of Tender Document from Anita Ringi, Procurement and Contracting Unit, MEHRD at email ARingi@mehrd.gov.sb or MEHRD_Procurement@mehrd.gov.sb.

Tenders, comprising the documents identified in the Instruction to Tenderers (ITT), and following the requirements of the ITT, must be delivered to **CTB Counter #8, MOFT Building, Town Ground** at or before

2:00pm, 17 December 2026.

Tenders shall be valid for a period of 90 days after the deadline of Tender submission. Late Tenders will not be accepted and will be rejected.

Tenders will be opened in the presence of the Contractors' representatives who choose to attend at the address below.

2:00pm, 17 December 2026.

<u>Tenders are to be addressed to:</u>

The Chairman
Central Tender Board
Ministry of Finance and Treasury
P.O. Box 26
Honiara, Solomon Islands
Attn: Secretary CTB

Address for Tender Opening:
MOFT Leaf Hut,
Ministry of Finance & Treasury,
Town Ground,
Honiara, Solomon Islands

Instruction to Tenderers

2.1. General

2.1.1. Scope

The Request for Proposal (RFP) document is for the Provision of Preliminary Services School sites in the Solomon Islands for the Construction of New School Buildings for the Ministry of Education and Human Resources Development as specified in the data sheet. Service Providers must comply fully with the requirements set out in this document.

2.1.2. Source of Funds

Funding for the Provision of Preliminary Services School sites in the Solomon Islands for the Construction of New School Buildings has been provided by the Australian Government through direct funding to assist with the infrastructure activities of the Solomon Islands Australia Partnership - Stronger Education Together (SET), and technical support through the SET program.

2.1.3. Eligibility

Participation in this tender process is open to all interested eligible tenderers subject to the limitations below.

2.1.4. Restrictions to Eligibility

Organisations or individuals who are prohibited from participation by any act taken in compliance with a decision of the UN Security Council, or those blacklisted by a "watchdog" committee of the Solomon Islands Government, or any international development agency will not be considered.

Any Contractor who attempts to influence the outcome of the selection process by discrediting competing applications, or by threatening any member sitting on the selection panel, the Purchaser or any of its staff, or transfers gifts, payments or other benefits to the Purchaser, any staff member, or any member sitting on the selection panel, will be automatically disqualified from consideration.

If information provided by the Contractor to support an application, especially regarding past performance and references is falsified, such application will be disqualified from consideration.

2.1.5. Conflict of Interest

Any event influencing the capacity of a candidate contractor to give an objective and impartial professional opinion, or preventing him, at any moment, from giving priority to the interests of the Purchaser. Any consideration relating to possible contracts in the future or conflict with other commitments, past, present, of a candidate contractor, or any conflict with his own interests. These restrictions also apply to subcontractors and employees of the candidate contractor. There is a conflict of interest if compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with the beneficiary.

2.1.6. Request for Clarification

Any request for clarification must be received by the Purchaser in writing at least **7 days** before the deadline for submission of proposals. The Purchaser will reply to Contractors' questions at least **3 days** before the deadline for submission of proposals. If the Purchaser, either on its own initiative or in response to a request from a Contractor, provides additional

information on the proposal document, such information will be sent in writing to all Contractors who have indicated their intention to submit a proposal.

2.1.7. Amendment of RFP Documents

At any time prior to the deadline for submission of proposals, the Purchaser, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Contractor, may modify the RFP documents by amendment. All prospective Contractors will be notified of the amendment in writing, and it will be binding on them. The Purchaser may, at their discretion, extend the deadline to allow Contractors reasonable time to take the amendment into account.

The Purchaser may call a pre bid conference as indicated in the BDS, attendance at such a conference is not mandatory. Tenderers, however, are advised to ensure their familiarity with the requirements, location and project for this RfP.

2.1.8. Ethics

It is a requirement that both the Purchaser and prospective Contractors observe the highest standards of ethics during the procurement and execution of contracts.

In pursuance of this policy, the Purchaser requires that all Contractors concerned take measures to ensure that no transfer of gifts, payments or other benefits to public officials and/or procurement /management staff with decision making responsibility or influence, occur.

The Purchaser reserves the right to suspend or cancel a proposal if corrupt practices of any kind are discovered at any stage of the award process. For the purpose of this provision, the terms set forth below shall have the following meaning:

"corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of any officer involved in the procurement of goods and/or services, or the threatening of injury to a person, property or reputation in connection with the procurement process or in contract execution, in order to obtain or retain business or other improper advantage in the conduct of business; and

"fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the SIG and includes collusive practices among Contractors (prior to or after submission of tenders) designed to establish prices at artificial, non-competitive levels and to deprive the Purchaser of the benefits of free and open competition.

Any attempt by a candidate or Contractor to obtain confidential information, enter into unlawful agreements with competitors or influence the committee or the Purchaser during the process of examining, clarifying, evaluating and comparing proposals will lead to the rejection of his candidacy or proposal and may result in administrative penalties (e.g. suspension).

The contract shall govern the contracting parties' use of all reports and documents drawn up, received or presented by them during the execution of the contract.

The Contractor shall refrain from any relationship likely to compromise his independence or that of his staff. If the Contractor ceases to be independent, the Purchaser may, regardless of injury, terminate the contract without further notice and without the Contractor having any

claim to compensation.

All proposals will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses.

2.1.9 Tenderer's Qualifications

All Tenderers shall provide in Section III, Bidding Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

All Tenderers **must include the following information and documents** with their bids in Section III, unless otherwise stated in the **BDS**:

(a) copies of original documents defining the;
   i. constitution or legal status,
   ii. place of registration, and principal place of business;
   iii. written power of attorney of the signatory of the Bid to commit the Tenderer;
(b) total monetary value of Services performed for each of the last five (5) years;
(c) experience in Services of a similar nature and size for each of the last five (5) years, and details of Services under way or contractually committed; and names and address of clients who may be contacted for further information on those contracts;
(d) list of major items of equipment proposed to carry out the Contract;
(e) qualifications and experience of key site management and technical personnel proposed for the Contract;
(f) reports on the financial standing of the Tenderer, such as profit and loss statements and auditor's reports for the past five years;
(g) evidence of adequacy of working capital for this Contract (access to line(s) of credit and availability of other financial resources);
(h) authority to the Employer to seek references from the Tenderer's bankers;
(i) information regarding any litigation, current or during the last five years, in which the Tenderer is involved, the parties concerned, and disputed amount; and

To qualify for award of the Contract, Tenderers shall meet the following minimum qualifying criteria:

(a) annual volume of Services of at least the amount **specified in the BDS;**
(b) experience as prime contractor in the provision of at least five (5) service contracts of a nature and complexity equivalent to the Services over the last 5 years (to comply with this requirement, Services contracts cited should be at least 80 percent complete) **as specified in the BDS;**
(c) proposals for the timely acquisition (own, lease, hire, etc.) of the essential equipment **listed in the BDS**;
(d) a Contract Manager and technical personnels with five years' experience in Services of an equivalent nature and volume; and
(e) liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than the amount specified in the **BDS**.

A consistent history of litigation or arbitration awards against the Applicant or any partner of a Joint Venture may result in disqualification.

2.2. Preparation of Proposals

2.2.1. Language

The proposal and all correspondence and documents related to the proposal and exchanged

by the Contractor and the Purchaser, must be written in English.

2.2.2. Documents Comprising the Request for Proposal

- Instructions to Tenderers
- Bidding Data Sheet
- Bidding Forms
- Activity Schedule
- Lump Sum Contract
- Performance Specifications and Drawings (if Applicable)

2.2.3. Proposal

All proposals must be presented in **Solomon Island Dollars**. Proposals in any other currency will be rejected.

The technical proposal, which shall **not be more than (6) pages long,** excluding annexes, shall provide the following information:

a) a brief description of the firm's organisation, legal status (i.e. partnership, sole proprietorship, limited liability company etc), financial turnover and an outline of recent experience on assignments of a similar nature;
b) any comments or suggestions of the Contractor on the Activity Schedule;
c) a description of the approach and methodology proposed for undertaking the assignment;
d) a schedule of the proposed staff team by specialisation, the proposed assignment of tasks for each staff team member and their timing;
e) detailed CVs duly signed by the proposed managerial staff, and the authorised representative submitting the proposal; and
f) an activity schedule indicating detailed tasks allocated to proposed team members in line with the approach and detailed methodology. This should also detail estimates of the total staff input (professional and support staff time) needed to carry out the assignment.

The LUMP SUM financial proposal shall be for the Services, as described in Appendix A to the contract and in the Specifications, based on the priced Activity Schedule, submitted by the Tenderer.

Tenderer shall fill in rates and prices for all items of the Services described in the in Specifications and listed in the Activity Schedule. Items for which no rate or price is entered by the Tenderer will not be paid for by the Purchaser when executed and shall be deemed covered by the other rates and prices in the Activity Schedule.

All duties, taxes, and other levies payable by the Service Provider under the Contract, or for any other cause, as of the date 28 days prior to the deadline for submission of bids, shall be included in the total Bid price submitted by the Tenderer.

Contractors will be deemed to have satisfied themselves, before submitting their proposal, as to its correctness and completeness and to have taken account of all that is required for the full and proper performance of the contract and to have included all costs in the rates and prices.

2.2.4. Proposal Validity

Contractors shall be bound by their proposals for a period of **90 days** from the deadline for the submission of proposals. In exceptional cases and prior to the expiry of the original

proposals' validity period, the Purchaser may ask Contractors in writing to extend this period. Contractors that agree to do so will not be permitted to modify their proposals. If they refuse, their participation in the proposal procedure will be terminated. The successful Contractor will be bound by his proposal for a further period of **30 days** following receipt of the notification that he has been selected.

2.2.5. Format and Signature of Proposal

The Contractor shall prepare one original (marked **"ORIGINAL"**) and the number of copies (marked **"COPY"**) specified in the Data Sheet. The original and all copies of the proposal shall be typed or written in indelible ink and signed by an authorised signatory on behalf of the Contractor. Any alterations or erasures shall only be valid if initialled by the person signing the proposal.

2.2.6. Cost of Proposals

Any costs incurred by the Contractor in preparing and submitting the proposal will not be reimbursed.

2.2.7. Documents Comprising the Proposal

The Proposal submitted by the Tenderer shall comprise the following:

(a) The Form of Tender (in the format indicated);
(b) Priced Activity Schedule;
(c) Qualification Information Form and Documents; and
(d) any other materials required to be completed and submitted by Tenderers, specified in the BDS

2.2.8 One Tender per Tenderer

Each Tenderer shall submit only one Proposal, either individually or as a partner in a joint venture. A Tenderer who submits or participates in more than one Proposal (other than as a subcontractor) will cause all the proposals with the Tenderer's participation to be disqualified

2.3. Submission and Opening of Proposals

2.3.1 Date for Submission of Proposals.

Proposals must be received by the Purchaser at the place, time and date specified in the Data Sheet.

2.3.2 Late Submission of Proposals

Any proposal received after the deadline for the submission of proposals will be rejected by the Purchaser and returned unopened to the Contractor. No liability can be accepted for late delivery of proposals.

2.3.3. Submission and Sealing of Proposals

Contractors may submit their proposals by hand and deposit in the tender box at the address indicated in the Data Sheet, the number of copies required is specified in the Data Sheet. The original and the copies of the proposals must be sealed in separate envelopes marked "original" and "copy" and these envelopes enclosed in one single envelope.

Proposals may also be sent by courier and **must** be delivered at the place and by the time specified in section 2.3.1 above. A signed time dated receipt will be issued to couriers delivering proposals on behalf of Contractors. All bids submitted via courier must be received by the deadline of submitting bids

Both "original" and "copy" envelopes shall be placed into an outer envelope and sealed. This

outer envelope shall bear the submission address and other information indicated in the Data Sheet and be clearly marked, "DO NOT OPEN, EXCEPT IN PRESENCE OF THE BID OPENING COMMITTEE."

2.3.4. Ownership of Proposals

The Purchaser retains ownership of all proposals received and Contractors have no right to have their proposals returned, unless the proposal was received after the deadline for submission of proposals.

2.3.5. Modification and Withdrawal of Proposals

A Contractor may modify or withdraw its proposal after the proposal's submission, provided that written notice of the modification, including substitution or withdrawal of the proposal, is received by the Purchaser prior to the required deadline for submission of proposals.

No proposal may be modified after the deadline for submission of proposals. No proposal may be withdrawn in the interval between the deadline for submission of proposals and the expiration of the period of proposal validity specified by the Contractor on the Form of Proposal.

2.3.6. Proposal Opening

The proposals will be opened publicly in the place, and at the date and time specified in the Bid Data Sheet, by the committee appointed for the purpose, in the presence of the Contractors' representatives who choose to attend to determine whether the proposals contain all of the required documents and have been properly signed. Envelopes marked "WITHDRAWAL" shall be opened and read out first. Bids for which an acceptable notice of withdrawal has been submitted shall not be opened.

The Tenderers' names, the Bid prices, the total amount of each Bid any discounts, Bid modifications and withdrawals, the presence or absence of Bid Security, and such other details as the Purchaser may consider appropriate, will be announced by the Purchaser at the opening. No bid shall be rejected at bid opening except for the late bids; Bids, and modifications, that are not opened and read out at bid opening will not be considered for further evaluation regardless of the circumstances. Late and withdrawn bids will be returned unopened to the tenderers. The name of the Contractor, and the proposed prices shall be read aloud and recorded when the Financial Proposals are opened. The Purchaser shall prepare minutes of the public opening.

2.4. Evaluation of Proposals

Prior to the detailed evaluation of bids, the Purchaser will determine whether each Bid (a) meets the defined eligibility criteria in the ITT; (b) has been properly signed; (c) is accompanied by the required securities; and (d) is substantially responsive to the requirements of the bidding documents.

A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Services; (b) which limits in any substantial way, inconsistent with the bidding documents, the Purchaser's rights or the Tenderer's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other Tenderers presenting substantially responsive bids.

If a Bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by correction or withdrawal of the nonconforming

deviation or reservation. The Purchaser will evaluate and compare only the bids determined to be substantially responsive in accordance with ITT.

In evaluating the bids, the Purchaser will determine for each Bid the evaluated Bid price by adjusting

the Bid price as follows:

- making any correction for errors pursuant to ITT;
- excluding provisional sums and the provision, if any, for contingencies in the Activity Schedule, but including Day work, when requested in the Specifications (or Terms of Reference);
- making appropriate adjustments to reflect discounts or other price modifications offered in accordance with ITT.

The Purchaser reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors, which are in excess of the requirements of the bidding documents or otherwise result in unsolicited benefits for the Purchaser will not be taken into account in Bid evaluation.

From the time the proposals are opened to the time the contract is awarded, if any Contractor wishes to contact the Purchaser on any matter related to its proposal, it should do so in writing at the address indicated in the Data Sheet. Any effort by the firm to influence the Purchaser in the Purchaser's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the Contractor's proposal.

Evaluation of the bids will be carried out by a team of not less than three and not more than five persons including Technical, Financial and Administrative Representative(s) of the Purchaser.

The evaluation committee, appointed by the Purchaser as a whole, and each of its members individually, evaluates the proposals on the basis of their responsiveness to the Schedule of Requirements, applying the evaluation criteria specified.

2.5. Purchaser 's Right to Accept any Proposal and to Reject any or all Proposals

The Purchaser reserves the right to accept or reject any Proposal, and to cancel the bidding process and reject all proposals, at any time prior to the award of Contract, without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for the Purchaser's action.

2.6 Notification of Award

The Contractor whose Proposal has been accepted will be notified of the award by the Purchaser prior to expiration of the proposal validity period in writing by letter, or e-mail, confirmed by registered letter from the Purchaser. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") will state the sum that the Purchaser will pay the Service Provider in consideration of the execution, completion, and maintenance of the Services by the Service Provider as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price"). The notification of award will constitute the formation of the Contract.

The Contract, in the form provided in the bidding documents, will incorporate all agreements between the Purchaser and the successful Tenderer. It will be signed by the Purchaser and sent to the successful Tenderer along with the Letter of Acceptance. Within 21 days of

receipt of the Contract, the successful Tenderer shall sign the Contract and return it to the Purchaser.

Upon fulfilment of contract signature, the Purchaser will promptly notify the unsuccessful Tenderers the name of the winning Tenderer.

If, after notification of award, a tenderer wishes to ascertain the grounds on which its proposal was not selected, it should address its request to the Purchaser. The Purchaser will promptly respond in writing to the unsuccessful Tenderer.

Data Sheet

	General
2.1	**Name of Purchaser:** Ministry of Education and Human Resources Development (MEHRD) **Method of selection:** Lowest Evaluated Substantially Responsive Method (LESR)
2.1.1	The name and reference number of the Invitation for Proposals is: **Request for Proposals (RFP) for the Provision of Preliminaries Services for Construction sites for Classroom Projects.** **Lot 1 – UXO Investigation Surveys and Clearance** **Lot 2 – Boundary and Topography Surveys** **Lot 3 – Geotechnical Investigations/Assessments** **Tender Reference Number: CTB C86/2026** *Tenderers can either bid for any, or all of the Lots*
2.1.6	Requests for clarifications must be received within **7 calendar days** of deadline for submission at the following address: **Procurement and Contracting Unit** **Ministry of Education and Human Resources Development** **P.O Box G28, Honiara, Solomon Islands** **Tel: 28803** **Email: ARingi@mehrd.gov.sb or MEHRD_Procurement@mehrd.gov.sb**
2.1.7	Pre-bid conference meeting will be held: **Yes, 25 November 2026, MEHRD Conference Room.**
	Contractors 'Qualifications Requirements
2.1.9	(a) annual volume of Services of at least the amount of $1,500,000.00; (b) experience as prime contractor in the provision of at least **five (5)** service contracts of a nature and complexity equivalent to the Services over the last 5 years (to comply with this requirement, Services contracts cited should be at least 80 percent complete)**;** (c) has the essential plant and equipment either owned, leased or hired relevant to perform the required services (d) a Contract Manager and qualified technical personnels for each of the services with five years' experience in Services of an equivalent nature and volume; and (e) liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than the amount specified in the **BDS**. (f) Not have been blacklisted nor suspended by any SIG ministry or agency; it

	must have no record of poor or failure of performance in any of its previous contracts
	Preparation of Proposals
2.2.5	The Contractor shall submit **one (1) original and one (1) copy** of its proposal. For ease of evaluation, the Contractor may also submit soft copies in a Flash Drive for the technical proposal in Ms Word or PDF included in the envelope for the technical bid, and the financial proposal in Excel included in the envelope for the **"Copy"** Bid. In case of a difference between soft and hard copies, hard copies shall be applicable.
	Submission and Opening of Proposals
2.3.1	Proposals must be received before **2 pm on 17 December 2026** at the following address: **The Chairman** **Central Tender Board** **Ministry of Finance and Treasury** **P.O. Box 26** **Honiara, Solomon Islands** **Attn: Secretary CTB**
2.3.3	Submission of proposals by electronic mail or facsimile is **not** allowed.

Service Provider's Proposal

Date……..

To: Permanent Secretary
Ministry of Education and Human Resources Development
P.O Box G28, Honiara
Solomon Islands

Having examined the bidding documents including addenda No ……., we offer to execute the Preliminary Services for Construction sites for Classroom Project, CTB C86/2026 and in accordance with the Conditions of Contract, specifications, and activity schedule accompanying this Bid for the Contract Price of

…….. *[amount in numbers]*,

……

…… *[amount in words]*

This Proposal and your written acceptance of it shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Proposal you receive.

We hereby confirm that this Proposal complies with the Proposal validity as required by the tender documents and specified in the Bid Data Sheet.

Authorised Signature: _____

Name and Title of Signatory: _____

Name of Tenderer: _____

Address: _____

Qualification Information

TENDERER TO COMPLETE AND PROVIDE ALL THE REQUIRED INFORMATION

1. Individual Tenderers or Individual Members of Joint Ventures

1.1 Constitution or legal status of Tenderer: [*attach copy]*

Place of registration: [*insert]*
Principal place of business: [*insert]*
Power of attorney of signatory of Bid: [*attach]*

1.2 Total annual volume of Services performed in five years, in the Solomon Islands Dollars as specified in the BDS: $1,500,000.00

1.3 Services performed as prime Service Provider on the provision of Services of a similar nature and volume over the last five years. The values should be indicated in the same currency used for Item 1.2 above. Also list details of work under way or committed, including expected completion date.

	Project name and country	Name of Purchaser and contact person	Type of Services provided and year of completion	Value of contract
(a)				
(b)				

1.4 Major items of Service Provider's Equipment proposed for carrying out the Services. List all information requested below. Refer also to ITB Sub-Clause 4.3(c).

	Item of equipment	Description, make, and age (years)	Condition (new, good, poor) and number available	Owned, leased (from whom?), or to be purchased (from whom?)
(a)				
(b)				

1.5 Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data.

	Position	Name	Years of experience (general)	Years of experience in proposed position
(a)				
(b)				

1.6 Proposed subcontracts and firms involved. Refer to GCC Clause 7.

	Sections of the Services	Value of subcontract	Subcontractor (name and address)	Experience in providing similar Services
(a)				
(b)				

1.7 Financial reports for the last five years: balance sheets, profit and loss statements, auditors' reports, etc. List below and attach copies.

1.8 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, Bank Statement for the last 6 Months. List below and attach copies of support documents.

1.9 Name, address, and telephone, telex, and facsimile numbers of banks that may provide references if contacted by the Purchaser.

1.10 Information regarding any litigation, current or within the last five years, in which the Tenderer is or has been involved.

	Other party(ies)	Cause of dispute	Details of litigation award	Amount involved
(a)				
(b)				

1.11 Statement of compliance with the requirements of the tender.

1.12 Proposed Program (service work method and schedule). Descriptions, drawings, and charts, as necessary, to comply with the requirements of the bidding documents.

2. Joint Ventures

2.1 The information listed in 1.1 - 1.11 above shall be provided for each partner of the joint venture.

2.2 The information in 1.12 above shall be provided for the joint venture.

2.3 Attach the power of attorney of the signatory(ies) of the Bid authorising signature of the Bid on behalf of the joint venture.

2.4 Attach the Agreement among all partners of the joint venture (and which is legally binding on all partners), which shows that

(a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;

(b) one of the partners will be nominated as being in charge, authorised to incur liabilities, and receive instructions for and on behalf of any and all partners of the joint venture; and

(c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

3. Additional Requirements

3.1 Tenderers should provide any additional information required in the BDS and to fulfil the requirements of this tender, if applicable.

SCOPE OF SERVICES

For

Lot 1 - UXO Investigation and Clearance Services for Proposed Building Sites

1. Background Information

The Ministry of Education and Human Resource Development (MEHRD) is planning to construct new school buildings/infrastructure at selected schools across the ten provinces of the Solomon Islands.

The proposed sites (the Sites) for buildings at the schools are in areas where there may have been conflict during World War II. As a result, UXO — including bombs, artillery shells, mortars, and grenades — remain present in areas of the country Therefore, UXO investigation surveys are required prior to construction to determine if there are UXOs on the Sites and coordinate the disposal of any found to ensure the safety of all parties during and after construction of the buildings.

MEHRD seeks to engage a suitably registered, qualified and experienced UXO survey and clearance company (the Service Provider) to provide services (the Services) to carry out the detection investigations/surveys at the site to identify and locate any UXOs and render the sites for the construction of the buildings safe (the Sites).

Funding for the Project has been provided by the Australian Government through direct funding to assist with the infrastructure activities of the Solomon Islands Australia Partnership - Stronger Education Together (SET), and technical support through the SET program.

1. Objectives of the Services

The objective of the Services is to conducts UXO investigations, clearance and reporting for **up to thirty-three (33) Sites** are:

1. Conduct systematic UXO detection surveys over specified areas at each site, using appropriate technology and methods to reduce UXO risks to As-Low-As-Reasonably Practical (ALARP);
2. Coordinate with Royal Solomons Islands Police Force (RSIPF) Explosive Ordinance Division (EOD) national authority for UXO disposal for the safe excavation, removal, and/or disposal of any UXO or suspicious metallic objects found, in accordance with IMAS and local safety regulations;
3. Provide official UXO Clearance Certificates for each site confirming the area is safe for construction; and
4. Protect the safety of all personnel, students, staff, and community members during survey and any clearance operations.

2. Sites

The list of Sites is attached at Annex 1.

3. The Services

The Services required are as follows:

3.1 Planning

a) Background Research: Review all available information on wartime activities or previous UXO clearance efforts at or near each site.
b) Regulatory Requirements: Coordinate with RSIPF EOD Unit. Ensure necessary notifications and permissions are in place before commencing field operations.
c) UXO Survey Plan: Prepare a detailed UXO Survey Plan for MEHRD approval and including survey methodology, equipment, team composition, timeframe, OHS plan per site, safety distances, disposal SOPs, and site-specific risk assessments.

3.2 UXO Detection / Investigation Survey

a) Mobilisation: Mobilise team and all required equipment to school Sites. Service Provider is responsible for all logistics and transport each Site.
b) Coordination: Coordinate with school principals and authorities to avoid disrupting school activities.
c) Survey Boundaries: Establish the boundaries of the area at each Site for the UXO investigation
d) Detection Survey: Carry out systematic UXO detection using calibrated, high-sensitivity equipment capable of detecting buried metallic objects to a minimum depth of 3–4 meters. All anomalies shall be flagged for investigation.
e) Investigation and Identification: For each detected anomaly, perform controlled excavation or careful exposure. Only RSIPF EOD technicians shall conduct any excavation, removal and disposal of suspected UXO. Harmless scrap or debris shall be removed from site.

3.3 UXO Disposal and Clearance

a) Safety Measures and Exclusion Zones: Upon identification/discovery of any UXO, immediately establish an exclusion zone, cease work, deploy guards' / barriers / warning signage, and immediately notify the school administration, RSIPF EOD and MEHRD.
b) School Operations: Arrangements for temporary or partial closure of school areas shall be determined in consultation with the school administration. Robust segregation shall prevent public access to affected areas.
c) Coordination with RSIPF EOD for Safe Removal/Disposal: Coordinate with RSIPF to facilitate the EOD's excavation of any suspected UXO and removal and disposal of any actual UXO discovered.
d) Emergency Preparedness: Maintain site-ready emergency protocols at all times, including emergency communications, medical evacuation procedures, and incident reporting tailored to live school environments.

4. Documentation and Certification Deliverables by Service Provider

The Service Provider will provide:

a) UXO Clearance Report

   A comprehensive certified report for each site including site maps, photographs, findings, and disposal records, to be submitted within 10 working days after the completion of each fieldwork for surveys at each site.

b) Clearance Certificate

Issue an official certified UXO Clearance Certificate for each site upon satisfactory completion, signed and stamped by the qualified and responsible nominated Service Provider team leader and co-signed or endorsed by RSIPF EOD representative as required by national protocol. Draft certificates shall be submitted to Client for review before finalization. Each certificate is subject to MEHRD no-objection.

5. Standards and Compliance Requirements

The Services Provider will perform the services in accordance with:

- International Mine Action Standards (IMAS 05.10, 07.12, 09.11);
- Solomon Islands RSIPF-EOD Guidelines; and
- All applicable national and local regulations of Solomon Islands.

The Service Provider is responsible for the safety of its operations and will minimize environmental disturbance. Community notifications must be made prior to any planned detonation.

6. Health, Safety, and Environment

a) Follow internationally recognized safety standards and guidelines for UXO services;
b) Comply with all work health and safety regulations of Solomon Islands and ensure safety of all school users at all times.
c) Implement enhanced site security within active school premises including:
   - clearly demarcated work zones with fencing, warning tape, and signage in appropriate local languages;
   - controlled entry and exit points for UXO personnel and equipment;
   - restriction of student, staff, and public access to UXO work areas at all times; and
   - coordination of daily work with school leadership to avoid class times, assemblies, and examinations.
d) Prepare and implement a Site-Specific Health, Safety, and Security Plan prior to commencement of works;
e) Ensure all staff and subcontractors use appropriate PPE at all times;
f) Mitigate environmental impacts and minimize disruption to surrounding areas and wildlife; and,
g) Immediately notify school authorities, RSIPF EOD, and MEHRD upon the detection/discovery of any UXO.

7. Timeframe for the Delivery of Services

MEHRD requires the provision of the Services in **Quarter 1 or 2 of 2027** subject to the completion of the SIG tendering and contracting processes and confirmation of the date for the commencement of the Services.

The Service Provider will perform and complete the Services within a total of **ninety (90) calendar days** of the commencement of the Services, where:

- scheduling of the fieldwork and surveys for each Site will be according to the Service Provider's work program to be agreed with and approved by MEHRD.

MEHRD will issue the Service Provider a Notice to Commence the Services and the Service Provider will start the Services within 7 working days of this Notice.

8. Costs

The Service Provider is responsible for all costs for the provision of the Services in price offered, including fees, labour, insurance including workers compensation, travel/transport, accommodation, logistics, materials, equipment, insurances, taxes and profits.

9. MEHRD Responsibilities

MEHRD will:

a) Prior to the investigation, provide the Services Provider with the details of the location of the survey area at each of the Sites;

b) Introduce the Service Provider to the school authorities for each Site;

c) Ensure access to Site in collaboration with the school authorities;

d) Assist the Service Provider to obtain any approvals from authorities required in accordance with any applicable Solomon Islands Government laws/regulations.

ANNEX 1 – List of Sites

No.	School	Province	Indicative Dimensions of Survey Area	Survey Area m2
1	King George VI - NSS	Honiara Capital Territory	50m x 100m	5,000
2	Betikama - NSS	Guadalcanal	50m x 100m	5,000
3	Selwyn College - NSS	Guadalcanal	50m x 100m	5,000
4	St Josephs Secondary School – NSS	Guadalcanal	50m x 100m	5,000
5	Avuavu - PSS	Guadalcanal	50m x 100m	5,000
6	Tangarare - PSS	Guadalcanal	50m x 100m	5,000
7	Siota - PSS	Central	50m x 100m	5,000
8	Goldie College - NSS	Western	50m x 100m	5,000
9	Kukudu Adventist College - NSS	Western	50m x 100m	5,000
10	Beulah - PSS	Western	50m x 100m	5,000
11	R.C Nicholson College / Vonunu - NSS	Western	50m x 100m	5,000
12	Papara - CHS	Choiseul	50m x 100m	5,000
13	*School yet to be selected in Province*	Honiara Capital Territory	50m x 100m	5,000
14	*School yet to be selected in Province*	Guadalcanal	50m x 100m	5,000
15	*School yet to be selected in Province*	Central	50m x 100m	5,000
16	*School yet to be selected in Province*	Western	50m x 100m	5,000
17	*School yet to be selected in Province*	Choiseul	50m x 100m	5,000

Note that there are only 17 schools under Unexploded Ordinance (UXO) investigation as these are located in the declared UXO sites.

SCOPE OF SERVICES

For

Lot 2 - Topographic Surveys for Proposed Building Sites

1. Background Information

The Ministry of Education and Human Resource Development (MEHRD) is planning to construct new school buildings at selected schools across the ten provinces of the Solomon Islands.

MEHRD seeks to engage a suitably registered, qualified and experienced surveyor (the Service Provider) to conduct boundary and topographic surveys of the whole school grounds for each of these schools (the Sites) to facilitate infrastructure planning, design and construction activities.

Funding for the Project has been provided by the Australian Government through direct funding to assist with the infrastructure activities of the Solomon Islands Australia Partnership - Stronger Education Together (SET), and technical support through the SET program.

2. Objective/s of the Services

The objective of the Services is to conduct thorough field investigations and prepare high-quality accurate topographic surveys for up to **thirty-three (33) Sites** within the required timeframe to facilitate design and construction of new school buildings and other infrastructure according to site conditions, and to provide schools with the surveys to facilitate future school development planning in the future.

The list of Sites are attached at Annex 1 and maps of the required survey areas for the schools at Annex 2.

3. Services

The Services required to be delivered by the Service Provider are:

3.1 Fieldwork

At each of the Sites, conduct thorough and accurate fieldwork to gather all necessary data to identify and record all physical features including any physical clearing of vegetation on the Sites considered necessary to facilitate the fieldwork and surveys.

The Sites are the whole-school-grounds as established with the MEHRD and the school authorities.

3.2 Topographic Surveys

Conduct detailed topographic surveys of the Sites using conventional ground survey methods. The use of high-accuracy Total Stations and differential GNSS is the required approach for data collection, to ensure the reliability and precision of measurements. UAV/drone-based photogrammetric survey methods may be utilised only as a supplemental tool.

The surveys will include:

a) **Horizontal and Vertical Control:** Establish robust survey control at each site. Includes installing durable benchmarks and control points with known coordinates and elevations. Horizontal coordinates shall be tied into the Solomon Islands national geodetic network or an equivalent universal system (e.g. WGS84/UTM) for consistency across sites. Vertical datum should be Mean Sea Level (MSL) or the official local vertical datum, as applicable. The Service Provider must use precise GNSS (Global Navigation Satellite System) receivers and/or total stations to establish control points. Adequate redundancy and check measurements are required to ensure control accuracy meets engineering survey standards (e.g. closure errors appropriate for 1:200-1:500 scale mapping). All control points must be documented with descriptions so they can be recovered in the future.

b) **Terrain Elevation Data:** Establish terrain/ground elevations at regular intervals and sufficient density to represent all significant changes in terrain to provide major contours of 1.0m and minor contours of 0.2m intervals.

c) **Site Features and Improvements:** Locate and map all existing features on the Site.

   Includes:

   i. All buildings (including floor levels, gutter levels and roof ridge levels), roads, concrete paths, culverts, fences, gates and all other human-made structures.

   ii. All utility services: power lines and poles, water supply lines, wells or water tanks, septic systems or sewer lines, soak away pits/trenches, stormwater pipes/drains/ditches/swales/channels culverts (invert levels), manholes, telecommunication lines, etc. The survey should capture visible utilities and any service markers; the Service Provider is also expected to inquire with school staff about known underground utilities to mark their approximate alignments on the plans.

      For all water supply, storage and distribution infrastructure and services this includes:

      1) Water tank base and top of tank levels
      2) Water tank inlet and outlet levels
      3) Water boreholes - collar level and approximate depth
      4) Water wells - levees
      5) Water supply sources – positions and levels
      6) Water supply distribution pipes – positions, size, inlet levels
      7) Inspection points/shafts
      8) Any other waster water supply, storage and distribution infrastructure at the Sites

   iii. All natural features: such as large trees (note species if known or at least diameter of trunk and approximate diameter of crown), significant vegetation clusters, streams or creeks, ponds, and boulders should be recorded. Terrain breaks (top and bottom of slopes, retaining walls, embankments) must be surveyed to accurately model the ground.

iv. Site property boundaries: where identifiable (e.g. fence lines or survey pegs), should be surveyed. If official cadastral points or boundary markers exist at the site, their positions shall be recorded; however, the Services do not require a legal cadastral resurvey.

v. Hydrology / Flooding / Drainage / Stormwater: flood-prone and sea storm surge zones.

vi. Slope Instability/ Landslip Indicators: any slope or river/stream bank instability areas.

4. Deliverables for the Services

The Service Provider will provide a comprehensive report in English for each of the Sites including:

a) Summary of the survey methodology, equipment used, and any significant observations during the survey.

b) Topographic Survey Drawings / Maps – showing:

- Surveys must display all surveyed features, contours, spot elevations, benchmarks, and annotations and requirements as described in the scope.
- Contour lines must be clearly drawn and labelled with elevation values.
- All man-made and natural features must be depicted with conventional symbols or clearly annotated text.
- The legend must explain all symbols used. If multiple sheets are necessary for a large site, an index or key plan should be included.
- Each survey sheet must include a title block, site name/location, legend, scaled, north-point arrow, date of survey, scale, contour interval, coordinate system used, and the name & license number of the surveyor responsible who certified the plan. A signed endorsement by the licensed surveyor and the Service Provider must be provided on maps, confirming the accuracy of the surveys.

Approval of Deliverables

The Service Provider must submit a draft soft-copy of the report and drawings/maps for each Site for review, comments and approval by MEHRD prior to the submission of the final reports.

Submission Formats for Deliverables

The final approved reports for each Site must be provided to MEHRD as follows:

a) Three (3) hard copies
b) Soft copies – Word file for the narrative report and CAD/GIS file for survey drawings/ maps

NOTE: The Service Provider must retain and provide to MEHRD with digital data files with all original field data (raw GNSS data, total station files, etc.) if requested.

5. Required Timeframe for the Delivery of Services

MEHRD requires the provision of the Services in **Quarter 1 or 2 of 2027** subject to the completion of the SIG tendering and contracting processes and confirmation of the date for the commencement of the Services.

MEHRD will issue the Service Provider a Notice to Commence the Services and the Service Provider will start the Services within **fourteen (14) calendar days** of this notice.

6. Health, Safety and Environment

The Service Provider/s must ensure that the topographic survey:

- Follow internationally recognised safety standards and guidelines for such services.
- Comply with all work health and safety regulations of the Solomon Islands and international practice and ensure that all activities for the Services are conducted ensuring the safety and security of school users (students, staff, parents and the communities).
- Staff and sub-contractors of the Service provider must use personal protective equipment (PPE) as required for the delivery of the Services.

7. Costs

The Service Provider is responsible for all costs for the provision of the Services in price offered, including fees, labour, insurance including workers compensation, travel/transport, accommodation, logistics, materials, equipment, insurances, taxes and profits.

8. Resources and Support Provided:

MEHRD will:

- Introduce the Service Provider to the school authorities for each Site.
- Ensure access to Site in collaboration with the school authorities.
- Assist the Service Provider to obtain any approvals from authorities required in accordance with any applicable Solomon Islands Government laws/regulations.

ANNEX 1 – List of Sites

No.	School	Province
1	King George VI - NSS	Honiara Capital Territory
2	Betikama - NSS	Guadalcanal
3	Selwyn College - NSS	Guadalcanal
4	St Josephs Secondary Tenaru – NSS	Guadalcanal
5	Avuavu - PSS	Guadalcanal
6	Tangarare - PSS	Guadalcanal
7	Siota - PSS	Central
8	Waimapuru - NSS	Makira Ulawa
9	St Stephens College - NSS	Makira Ulawa
10	Pawa - PSS	Makira Ulawa
11	Goldie College - NSS	Western
12	Kukudu Adventist College - NSS	Western
13	Beulah - PSS	Western
14	R.C Nicholson College / Vonunu - NSS	Western
15	Su'u - NSS	Malaita
16	Aligegeo - PSS	Malaita
17	Rokera - PSS	Malaita
18	Anon Atomea - PSS	Malaita
19	Sir Dudley Tuti College - PSS	Isabel
20	Allardyce - PSS	Isabel
21	Papara - CHS	Choiseul
22	Luesalemba - PSS	Temotu
23	New Place - PSS	Rennell Bellona
24	*School yet to be selected in Province*	Honiara Capital Territory
25	*School yet to be selected in Province*	Guadalcanal
26	*School yet to be selected in Province*	Makira Ulawa

27	*School yet to be selected in Province*	Western
28	*School yet to be selected in Province*	Malaita
29	*School yet to be selected in Province*	Isabel
30	*School yet to be selected in Province*	Choiseul
31	*School yet to be selected in Province*	Central
32	*School yet to be selected in Province*	Temotu
33	*School yet to be selected in Province*	Rennell Bellona

ANNEX 2 – Maps of Required Survey Areas for the Schools

SCOPE OF SERVICES

For

Lot 3 - Geotechnical Investigations and Assessments for Proposed Building Sites

1. Background and Context

The Ministry of Education and Human Resource Development (MEHRD) is planning to construct new school buildings/infrastructure at selected schools across the ten provinces of the Solomon Islands.

MEHRD seeks to engage a suitably registered, qualified and experienced geotechnical engineering company (the Service Provider) to conduct geotechnical investigations for sites (the Sites) at each of these schools to facilitate infrastructure planning, design and construction activities.

Funding for the Project has been provided by the Australian Government through direct funding to assist with the infrastructure activities of the Solomon Islands Australia Partnership - Stronger Education Together (SET), and technical support through the SET program.

2. Objective/s of the Services

The objective of the Services is to conduct geotechnical field investigations, assessments and reporting for **up to thirty-three (33) Sites** within the required timeframe to facilitate design and construction of new school buildings and other infrastructure according to site conditions,

The list of Sites is attached at Annex 1.

3. The Services

The Services required to be delivered by the Service Provider are:

3.1 Site Fieldwork

At each of the Sites, excavate a minimum of five (5) test pits 2.0m deep at the corners and one in the centre and conduct the sufficient testing by Dynamic Cone Penetration (DCP) tests in the geotechnical investigation zone where the proposed school building/infrastructure will be constructed, and conduct all other site fieldwork activities required to provide the assessment and reporting requirements.

The investigation zone for the geotechnical investigations and assessments will be nominally 50m x 20m where the new building/infrastructure will be located at each school.

The number of DCP tests per site will be agreed with the Client and approved before the start of the investigation for each Site.

3.2 Site Investigation Analysis / Assessment / Report

According to the results of the test pits/DCP tests, and Stockwell's correlation, the Service Provider will conduct analysis and assessment for each Site to provide detailed Geotechnical Investigation Report (GIR) reports with the following:

a) Investigation methodology;

   i. General geology of the area and main geomorphological features and other relevant information applicable to the site;
   ii. Site fieldwork – as described above;
   iii. Engineering logging and soil classification of subsurface materials in accordance with relevant Australian and New Zealand Standards;

b) The Safe Bearing Capacity (SBC) of the soil, to the nearest 10kPa, for each location, soil type (visual classification), and optional laboratory testing (simple laboratory index tests) if clay soils dominate a site (or at a minimum retain samples for testing if requested/required);

c) A founding depth at which 100 kPa will be achieved;

d) The groundwater level and observations/results including recording of seepage in every hole and the season of the site investigation;

e) Advice when a concrete slab on ground should be avoided due to factors such as reactive soil, soft ground, high water table or the need for deep fill;

f) Recommendation of the footing depth and type suitable for the construction of the buildings/infrastructure according to the proposed design – either concrete slab on ground or raised stumps with bearers and joists – and for stumps: 1) the founding level, 2) minimum embedment, and 3) end bearing;

g) Excavation support systems and retaining structures, where required including:

   i. Recommendation of the maximum batter grade for cuts up to approximately 1.0m high
   ii. For any retaining walls required up to 1.5m high provide simple earth pressure guidance and drainage behind wall;

h) Ground improvement measures, advice for:

   i. Stripping depth for excavation and removal of topsoil and organics
   ii. Whether site soil can be re-used as fill
   iii. Simple compaction and proof rolling requirements for subgrade;

i) If a site has different levels, or a slope – assess the slope stability and make recommendations including:
   i. If a batter or low retaining wall is needed or further advice is required
   ii. cut and fill recommendations for forming the building pad;

j) If a septic tank is required as part of the proposed MEHRD building/infrastructure determination of the absorption rate of the soil in the absorption drain/soak away area according to a percolation test to determine the time (minutes) for the water level in test to fall by 25mm (according to the SINBC test requirements);

k) Site investigation photographs;

l) Any other relevant information from the investigation;

m) Certification that ground conditions are suitable for the recommended foundation system, subject to founding on the stated layer, depth, inspection, and exclusions (fill, soft spots, water); and

n) Verification of services by the responsible Service Provider personnel.

4. Deliverables

The Service Provider will provide the Geotechnical Investigation Report (GIR) report report in English for each Site in English with the information required as described above (*3.2 Site Investigation Analysis / Assessment / Report).*

Deliverables - Submission Deadlines and Approvals

a) The report for each Site must be submitted to MEHRD within **ten (10) calendar days** of the completion of the field work for each Site.
b) MEHRD will review the reports and provide any comments or revisions required to the Service Provider
c) If changes, revisions or comments are to be addressed by Service Provider, these must be completed and a final report for the Site concerned must be submitted to MEHRD within **five (5) calendar days.**
d) All reports must be approved in writing by MEHRD prior to the Service Provider submitting invoices for payment**.**

5. Health, Safety and Environment

The Service Provider will implement site safety, security, and access control measures, including:

1. Clearly demarcated investigation areas using fencing, barricades, warning tape, and appropriate signage;
2. Controlled entry and exit points for geotechnical personnel, drilling rigs, and equipment;
3. Restrict access by students, staff, and the public to investigation areas at all times; and
4. Coordinate of daily activities with school authorities to ensure school operations are not interrupted unduly.

And must ensure that the Services are provided:

- Following internationally recognised safety standards and guidelines for such services.
- In compliance with all work health and safety regulations of the Solomon Islands and international practice and ensure that all activities for the Services are conducted ensuring the safety and security of school users (students, staff, parents and the communities).
- Staff and sub-contractors of the Service provider must use personal protective equipment (PPE) when required.
- All activities conducted by the Services Provider must consider and mitigate environmental impacts, ensuring minimal disruption to the surrounding areas and wildlife**.**

6. Required Timeframe for the Delivery of Services

MEHRD requires the provision of the Services in **Quarter 1 or 2 of 2027** subject to the completion of the SIG tendering and contracting processes and confirmation of the date for the commencement of the Services.

The Service Provider will perform and complete the Services within a total of **ninety (90) calendar** days of the commencement of the Services, where:

- scheduling of the fieldwork and surveys for each Site will be according to the Service Provider's work program to be agreed with and approved by MEHRD.

MEHRD will issue the Service Provider a Notice to Commence the Services and the Service Provider will start the Services within fourteen (14) calendar days of this notice.

7. Costs

The Service Provider is responsible for all costs for the provision of the Services in price offered, including fees, labour, insurance including workers compensation, travel/transport, accommodation, logistics, materials, equipment, insurances, taxes and profits.

8. Resources and Support by MEHRD

MEHRD will:

e) Prior to the investigation, provide the Services Provider with the details of the proposed school building/infrastructure to be constructed at each of the Sites including:

- If concrete slab on ground or raised stumps are proposed
- Approximate finished floor level (FFL)
- Advice on the likelihood of any cut of retaining wall required
- the topographic survey, and results of UXO investigation survey and clearance activities if applicable;

f) Introduce the Service Provider to the school authorities for each Site;

g) Ensure access to Site in collaboration with the school authorities;

h) Assist the Service Provider to obtain any approvals from authorities required in accordance with any applicable Solomon Islands Government laws/regulations.

ANNEX 1 – List of Sites

No.	School	Province	Geotechnical Investigation Zone Area
1	King George VI - NSS	Honiara Capital Territory	50m x 20m
2	Betikama - NSS	Guadalcanal	50m x 20m
3	Selwyn College - NSS	Guadalcanal	50m x 20m
4	St Josephs Secondary Tenaru – NSS	Guadalcanal	50m x 20m
5	Avuavu - PSS	Guadalcanal	50m x 20m
6	Tangarare - PSS	Guadalcanal	50m x 20m
7	Siota - PSS	Central	50m x 20m
8	Waimapuru - NSS	Makira Ulawa	50m x 20m
9	St Stephens College - NSS	Makira Ulawa	50m x 20m
10	Pawa - PSS	Makira Ulawa	50m x 20m
11	Goldie College - NSS	Western	50m x 20m
12	Kukudu Adventist College - NSS	Western	50m x 20m
13	Beulah - PSS	Western	50m x 20m
14	R.C Nicholson College / Vonunu - NSS	Western	50m x 20m
15	Su'u - NSS	Malaita	50m x 20m
16	Aligegeo - PSS	Malaita	50m x 20m
17	Rokera - PSS	Malaita	50m x 20m
18	Anon Atomea - PSS	Malaita	50m x 20m
19	Sir Dudley Tuti College - PSS	Isabel	50m x 20m
20	Allardyce - PSS	Isabel	50m x 20m
21	Papara - CHS	Choiseul	50m x 20m
22	Luesalemba - PSS	Temotu	50m x 20m
23	New Place - PSS	Rennell Bellona	50m x 20m
24	*School yet to be selected in Province*	Honiara Capital Territory	50m x 20m
25	*School yet to be selected in Province*	Guadalcanal	50m x 20m

26	*School yet to be selected in Province*	Makira Ulawa	50m x 20m
27	*School yet to be selected in Province*	Western	50m x 20m
28	*School yet to be selected in Province*	Malaita	50m x 20m
29	*School yet to be selected in Province*	Isabel	50m x 20m
30	*School yet to be selected in Province*	Choiseul	50m x 20m
31	*School yet to be selected in Province*	Central	50m x 20m
32	*School yet to be selected in Province*	Temotu	50m x 20m
33	*School yet to be selected in Province*	Rennell Bellona	50m x 20m

Price Proposals Template for the Services by Lots

Tenderers must fill in this Price Proposal and must be submitted with the Tender

Lot 1 - UXO Investigation and Clearance Services					
No.	**School**	**Province**	**Survey Area m^2**	**Rate per m^2**	**Total Price per (SBD)**
1	King George VI - NSS	Honiara Capital Territory	5,000		
2	Betikama - NSS	Guadalcanal	5,000		
3	Selwyn College - NSS	Guadalcanal	5,000		
4	St Josephs Secondary School – NSS	Guadalcanal	5,000		
5	Avuavu - PSS	Guadalcanal	5,000		
6	Tangarare - PSS	Guadalcanal	5,000		
7	Siota - PSS	Central	5,000		
8	Goldie College - NSS	Western	5,000		
9	Kukudu Adventist College - NSS	Western	5,000		
10	Beulah - PSS	Western	5,000		
11	R.C Nicholson College / Vonunu - NSS	Western	5,000		
12	Papara - CHS	Choiseul	5,000		
13	*School yet to be selected in Province*	Honiara Capital Territory	5,000		
14	*School yet to be selected in Province*	Guadalcanal	5,000		
15	*School yet to be selected in Province*	Central	5,000		
16	*School yet to be selected in Province*	Western	5,000		
17	*School yet to be selected in Province*	Choiseul	5,000		
Total Price for Lot 1 - UXO Investigation and Clearance Services for Proposed Building Sites					

Lot 2 - Topographic Survey Services				
No.	**School**	**Province**	**Price per m^2**	**Price per Site (SBD)**
1	King George VI - NSS	Honiara Capital Territory		
2	Betikama - NSS	Guadalcanal		
3	Selwyn College - NSS	Guadalcanal		
4	St Josephs Secondary Tenaru – NSS	Guadalcanal		
5	Avuavu - PSS	Guadalcanal		
6	Tangarare - PSS	Guadalcanal		
7	Siota - PSS	Central		
8	Waimapuru - NSS	Makira Ulawa		
9	St Stephens College - NSS	Makira Ulawa		
10	Pawa - PSS	Makira Ulawa		
11	Goldie College - NSS	Western		
12	Kukudu Adventist College - NSS	Western		
13	Beulah - PSS	Western		
14	R.C Nicholson College / Vonunu - NSS	Western		
15	Su'u - NSS	Malaita		
16	Aligegeo - PSS	Malaita		
17	Rokera - PSS	Malaita		
18	Anon Atomea - PSS	Malaita		
19	Sir Dudley Tuti College - PSS	Isabel		
20	Allardyce - PSS	Isabel		
21	Papara - CHS	Choiseul		
22	Luesalemba - PSS	Temotu		
23	New Place - PSS	Rennell Bellona		
24	*School yet to be selected in Province*	Honiara Capital Territory		
25	*School yet to be selected in*	Guadalcanal		

	Province			
26	*School yet to be selected in Province*	Makira Ulawa		
27	*School yet to be selected in Province*	Western		
28	*School yet to be selected in Province*	Malaita		
29	*School yet to be selected in Province*	Isabel		
30	*School yet to be selected in Province*	Choiseul		
31	*School yet to be selected in Province*	Central		
32	*School yet to be selected in Province*	Temotu		
33	*School yet to be selected in Province*	Rennell Bellona		
Total Price for Lot 2 - Topographic Surveys Services for Proposed Building Sites				

Note: Indicative areas of each school sites are specified in the attached maps

Lot 3 - Geotechnical Investigation and Assessment Services			
No.	**School**	**Province**	**Price per Site (SBD)**
1	King George VI - NSS	Honiara Capital Territory	
2	Betikama - NSS	Guadalcanal	
3	Selwyn College - NSS	Guadalcanal	
4	St Josephs Secondary Tenaru – NSS	Guadalcanal	
5	Avuavu - PSS	Guadalcanal	
6	Tangarare - PSS	Guadalcanal	
7	Siota - PSS	Central	
8	Waimapuru - NSS	Makira Ulawa	
9	St Stephens College - NSS	Makira Ulawa	
10	Pawa - PSS	Makira Ulawa	
11	Goldie College - NSS	Western	
12	Kukudu Adventist College - NSS	Western	
13	Beulah - PSS	Western	
14	R.C Nicholson College / Vonunu - NSS	Western	
15	Su'u - NSS	Malaita	
16	Aligegeo - PSS	Malaita	
17	Rokera - PSS	Malaita	
18	Anon Atomea - PSS	Malaita	
19	Sir Dudley Tuti College - PSS	Isabel	
20	Allardyce - PSS	Isabel	
21	Papara - CHS	Choiseul	
22	Luesalemba - PSS	Temotu	
23	New Place - PSS	Rennell Bellona	
24	*School yet to be selected in Province*	Honiara Capital Territory	

25	*School yet to be selected in Province*	Guadalcanal	
26	*School yet to be selected in Province*	Makira Ulawa	
27	*School yet to be selected in Province*	Western	
28	*School yet to be selected in Province*	Malaita	
29	*School yet to be selected in Province*	Isabel	
30	*School yet to be selected in Province*	Choiseul	
31	*School yet to be selected in Province*	Central	
32	*School yet to be selected in Province*	Temotu	
33	*School yet to be selected in Province*	Rennell Bellona	
Total Price for Lot 3 - Geotechnical Investigations and Assessments Services for Proposed Building Sites			

DRAFT LUMP-SUM CONTRACT

THIS CONTRACT ("Contract") is entered into this *[insert starting date of assignment]*, by and between Permanent Secretary, Ministry of Education and Human Resources Development ("the Client") having its principal place of business at Tongs 4 Storey Building, Point Cruz, Honiara, and *[insert Contractor's name]* ("the Contractor") having its principal office located at *[insert Contractor's address]*.

WHEREAS, the Client wishes to have the Contractor perform the services hereinafter referred to, and

WHEREAS, the Contractor is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services

(i) The Contractor shall perform the services specified in Annex A, "Description of Services," which is made an integral part of this Contract ("the Services").

(ii) The Contractor shall provide the personnel listed in Annex C, "Key Personnel and Sub-contractors," to perform the Services.

(iii) The Contractor shall submit to the Purchaser the deliverables in the form and within the time periods specified in Annex A Description of Services.

2. Term

The Contractor shall perform the Services during the period commencing *[insert starting date]* and continuing through *[insert completion date]*, or any other period as may be subsequently agreed by the parties in writing.

3. Payment

A. Ceiling

For Services rendered pursuant to Annex A, the Client shall pay the Contractor an amount not to exceed *[insert amount]*. This amount has been established based on the understanding that it includes all of the Contractor costs and profits as well as any tax obligation that may be imposed on the Contractor.

B. Schedule of Payments

The schedule of payments is specified in deliverables in the Scope of Services.

C. Payment Conditions

Payment shall be made in **Solomon Islands Dollars** no later than 30 days following submission by the Contractor of invoices in duplicate to the Coordinator designated in paragraph 4.

D. Tax Liability

Where payment is subject SIG tax law, any applicable taxes will be deducted from Consultants invoice before payment. The latest information on the relevant withholding taxes and other payables are to be found on the website of the Inland Revenue Department: http://www.ird.gov.sb

4. Project Administration

A. Coordinator.

The Client designates Mr. Clement Tito as Client's Coordinator; the Coordinator will be responsible for the coordination of activities under this Contract, for acceptance and approval of the deliverables by the Client and for receiving and approving invoices for the payment.

B. Reports.

The deliverables listed in Annex A, "Description of Services," shall be submitted in the course of the assignment, and will constitute the basis for the payments to be made under paragraph 3.

5. Performance Standards

The Contractor undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Contractor shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory. If the Contractor after written notice is still considered not performing in accordance with Clause 1" Services", the Client may terminate the contract by written notice.

6. Confidentiality

The Contractor shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

7. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Consultant may retain a copy of such documents and software.

8. Contractor Not to be Engaged in Certain Activities

The Contractor agrees that, during the term of this Contract and after its termination, the Contractor and any entity affiliated with the Contractor, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

9. Insurance

The Contractor will be responsible for taking out any appropriate insurance coverage, including the liability of the Contractor.

10. Assignment

The Contractor shall not assign this Contract or sub-contract any portion of it without the Client's prior written consent.

11. Law Governing Contract and Language

The Contract shall be governed by the laws of **Solomon Islands,** and the language of the Contract shall be **English**

12. Dispute Resolution

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the **Solomon Islands**.

FOR THE CLIENT

Signed by _____

Title: _____

Date: _____

FOR THE CONTRACTOR

Signed by _____

Title: _____

Date _____

FOR THE MoFT *For contracts over SBD 100,000*

Signed by _____

Title: _____

Date: _____

List of Appendices

Appendix A: Scope of Services

Appendix B: Schedule of Payments

Appendix C: Key Personnel and Subcontractors

Appendix D: Breakdown of Contract Price

Appendix E: Services and Facilities Provided by the Purchaser