

The Hashemite Kingdom of Jordan

The Arab Potash Company PLC

RD&I Building Construction

IFB # 202101789 / GS

Invitation for Prequalification of Contractors for the
Construction of New
Research Development & Innovation Center (RD&I)

JUNE -2021

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1. Letter of Invitation

The Arab Potash Company intends to construct a new Research Development & Innovation Building at its site in Ghour Al Safi –Dead Sea - Karak, Jordan. Due to APC continuous need of developing, improving & enhancing the quality, quantity & diversity of its products, the idea of constructing this new 6816 m² building on a plot area of 16000 m² as an RD&I (Research, Development & Innovation center) became an essential target in the upcoming couple of years.

The detailed engineering design for this Project were completed, and APC envisages awarding the contract through an Works designed by Employer Contract on a lump sum basis. Project is anticipated to be of the fast-track nature with an overall completion duration of 15 months from commencement date.

APC wishes to ascertain your interest, on a confidential basis, in submitting a competitive bid to perform all necessary scope of services, as described herein.

Since APC considers all aspects of this communication confidential, we request that you limit its disclosure to those individuals in your organization that have a need-to-know in order to satisfactorily respond.

Please be aware that all screening expenses, as well as all future bidding expenses if you are selected to bid, shall be solely borne by the bidder and that contractors' responses will be kept in confidence.

APC reserves the right to, at its sole and absolute discretion reject any contractor or other person, disqualify any contractor or person, revise dates, suspend, amend the terms of or withdraw this pre-qualification process at any time, for any reason (or for no reason) and without notice. APC will not be responsible for any costs or expenses incurred by any contractor or other person in connection with this pre-qualification.

Acknowledgements and Responses

We also request that you send an e-mail copy of your formal response of your interest and qualifications to participate in this project by 21th June 2021 to:

E-mail: procurement@arabpotash.com

Fax: +962-3-2305125/131

Tel: +962-6-5200520

Best Regards,

Dr. Maen Nsour

President & CEO

2. Project Description

The new building consists of the following main parts:

- **Board Tower:** GR +5 floors

This part of the project has a circular shaped floor plan that in house:

Training facilities at ground, first & second levels, VIP rooms at third floor level, dining hall at 4th floor level & a board room at 5th floor level

- **Main Building:** this part has 2 floors. At the ground level it includes main entrance, large lobby, cafeteria, kitchen, visitors toilets & a pray room. While at the upper level there are administration offices and meeting rooms.
- **Educational multipurpose hall:** this part is connected to ground lobby. it has a circular shape floor layout and it will be equipped with state-of-the-art AV system. This part will be cladded with GRC panels from the outside, and it will have wood sound insulated cladding from the inside. Roof top of the hall will be used as panorama terrace for RD&I visitors.
- **Gallery:** it will be at the ground level, in this part that has a distinguished inclined roof cladded with GRC, APC will display its achievements via physical models, pictures, products stands & show cases, etc. Roof top of the gallery will be used as panorama bridge for RD&I visitors.
- **Labs & support facilities:** this part will consist of 6 scientific state of the art chemical, physical & AV laboratories at 2 levels, three labs at the ground level and another three at the upper level.
This part will have support storages, IT rooms, stores & ablutions for staff. Direct access to labs from loading areas at the back of the building will be served through service entrances.
A Technical roof will be placed on top of the labs, mechanical services will be arranged to serve the building below. This roof will be covered by PV panels shading structure that will form an ecstatic roof ending for the whole building. PV panels at the roof top of the lab section will not be the only green feature of the building, in addition to that evaporative cooling tower system is integrated within the building design as a green support to AC system in gallery and visitors walkway at the ground floor level.
- **RD&I landscape:** The surrounding area around RD&I building will have surface parking for both visitors & staff, loading & unloading zone, green areas, walkways , plot boundary wall with secured gate, above ground gas room, external electrical transformer package zone & and the main entrance drop off zone.

- In general the building will be equipped with 2 passenger elevators, one freight elevator & one service /passenger elevator in additional to 4 stair cases. 6 planted opened to sky courtyards will provide natural light to the building interior spaces.

3. **Contract Basis and Scope of Services**

Contract Basis

The Tender Sum shall be a firm lump sum price. The Tender Sum shall be based on the Contractors own measurements of quantities of all the works shown in the drawings, specifications, tender documents which shall be provided later and shall be deemed to have included for all requirements, obligations and work.

The Quantities set out in the Bills of Quantities (which will be later provided for guidance only) are deemed to have been verified by the bidder as being the quantities of the whole works required to be executed by him in accordance with the Contract Drawings and Contract Documents and will not be subject to re-measurement on completion. The bidder may change any quantities set hereafter and may add new items, omit, alter or change the description or quantity of any item as he may find necessary to include for all the works or obligations required by the bidder as defined or stated.

The contract duration:**15 Months**.

Contract Signing: Formal Contract will be signed between technically qualified bidder who pass the qualification criteria, and The Arab Potash Company PLC.

Scope of project

The Contractor shall, in accordance with this document, and tender documents carry out all duties and execute all works to build/Construct the above-described fast track project as per tender document, with all due care, highest quality, diligence and efficiency, in accordance with the highest standards and quality of professional competence, organization and responsibility, and in a manner acceptable to The Arab Potash Company PLC, as deemed necessary.

4. Instructions to Applicants

To:
.....
.....
.....

Date :/...../2021

Tender No. -----

1. Scope of Bid **1.1** The ARAB POTASH COMPANY (APC) hereinafter "the Employer", intend to prequalify Contractors for Construction of New Research Development & Innovation Center (IFB # 202101789 / GS)

2.Submission **2.1** Submission of applications must be sent to the following email:
of
Applications

procurement@arabpotash.com

not later than June 21th 2021 , Two (14:00) noon Jordan local time as set by ARAB POTASH COMPANY (APC) in the Letter of Invitation for Prequalification.

2.2 All the information requested for prequalification shall be answered in English by applicants and joint ventures including foreign firms. Where information is provided in another language this shall be accompanied by a translation of its pertinent parts into English. The translation into English will govern and will be used for interpreting the information.

2.4 Failure to provide information which is essential to evaluate the Applicant's qualifications, or to provide timely clarification or substantiation of the information supplied may result in disqualification of the Applicant.

3. Qualification Criteria **3.1** Prequalification will be based on meeting a minimum set score on general experience, general and particular personnel and equipment capabilities, and financial position, as demonstrated by the Applicant's responses in the forms attached to the Letter of Application and 4.2 Prequalification Compliance Criteria.

The general and particular experience's weight will be 50 %, the personnel, equipment and capabilities 35 %, and the financial position 15%.

The Employer reserves the right to waive minor deviations, if they do not materially affect the capability of an applicant to perform the contract.

Subcontractors' experience and resources will not be taken into account in determining the Applicant's compliance with the qualifying criteria, unless the subcontracted work contents exceed 10% of the value of the whole works, in which case the subcontractor should provide the following information: percentage of subcontracted works performed, experience pertinent to the nature of works to be executed, personnel and equipment capabilities.

3.2 *General Experience*

The Contractor must have already executed works of similar nature and volume over the last ten (10) years, either as main Contractor or as joint venture with other Contractors. The Contractor shall state the total amount of the similar works that had been carried out during the last ten (10) years. The Contractor shall also provide the amount of each executed project, of similar nature and volume, over the last ten (10) years in Application Form (3).

3.2.1 The Applicant must state and describe on separate sheets the specific experience in carrying out construction of project of similar nature and magnitude that he has completed in the last ten (10) years.

Information shall include:

- Name of Project
- Name of Owner
- Brief description of project and project location
- Value of project (and value of works performed by Applicant)
- Dates of construction and completion

3.3 Personnel Capabilities

The Applicant must state as per Application Form (5B), the names, experience and qualifications of the executive directors and the key personnel whom he proposes to employ for carrying the Construction Works under the contract works for the new RD&I Building Project.

Alternatively, the Curricula Vitae should be attached and should contain as a minimum the information required in Application Form 5(A).

The key personnel to be provided must include, without being limited to the following:

- Project Manager with at least 15 years of experience
- Construction Manager with at least 15 years of experience
- Mechanical Engineer with at least 10 years of experience
- QA/QC Engineer with at least 15 years of experience
- Electrical Engineer with at least 10 years of experience
- Piping and Instrumentation Engineer with at least 10 years of experience
- Civil Engineer with at least 10 years of experience
- Materials Engineer with at least 10 years of experience.
- Planning Engineer with at least 10 years of experience
- Other personnel such as formen and inspectors

3.4 Equipment Capabilities.

The Applicant must state in Application Form (6) the key items of equipment which he would propose for the contract the New RD&I Project. The Applicant must provide at least specific information about earthmoving equipment, welding equipment and lifting equipment.

3.4.1 Computer hardware and software (short description of the Company's computer system)

3.7 *Litigation History.* The Applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under execution by him over the last five (5) years. A consistent history of awards against the Applicant or any partner of a joint venture may result in failure of the application.

4. Joint Venture **Not Applicable.**

5. Public Sector

Companies **Not Applicable.**

6. Conflict of

Interest **6.1** The Applicant (including all members of a joint venture) must not be currently associated with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the Project, or that was proposed as Engineer for the Contract. Any such association may result in the disqualification of the Applicant.

7. Updating of

Prequalification

Information **7.1** Bidders shall be required to update the financial information used for prequalification at the time of submitting their bids, to confirm their continued compliance with the qualification criteria and verification of the information provided. A bid shall be rejected if the Applicant's qualification thresholds are no longer met at the time of bidding.

7.2 Applicants, and those subsequently prequalified or conditionally prequalified, shall inform the Employer of any material change in information that may affect their prequalification status. Applicants shall be required to update key prequalification information at the time of Bidding.

8. Domestic

Preference **Not Applicable.**

9. General

9.1 Only firms and joint ventures that have been prequalified under this procedure will be invited to bid. A qualified firm or a member of a qualified joint venture may participate in only one bid for the contract. If a firm submits more than one bid, singly or in joint venture, all bids including that party will be rejected. This rule will not apply in respect of bids which include specialist subcontractors who are used by more than one bidder.

9.2 Bidders will be required to provide bid security in the form of a banker's guarantee acceptable to the Employer for an amount as specified in the Letter of Invitation to Bid, and the successful bidder will be required to provide performance security which constitutes ten (10%) of the Contract Price as the case may be. Examples of acceptable forms will be supplied with the bidding documents.

9.3 The Employer reserves the right to:

- (a) amend the scope and value of any contract to be bid, in which event the contract will only be bid among those prequalified bidders who meet the requirements of the contract as amended;
- (b) reject or accept any application; and
- (c) cancel the prequalification process and reject all applications.

The Employer shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for them.

5. Statement of Interest, and Prequalification's Criteria

1.1 Statement of interest

Dears;

This is to notify The Arab Potash Company PLC that (.....) intention to apply to the prequalification bid for the construction of RD&I Research Development & Innovation Center complete. It is understood that this statement of interest is optional and not binding on either party but simply alerts the The Arab Potash Company PLC of the bidder's intentions and assures the bidder will receive all further correspondence on request for information as per the rules set herein.

This notice should be returned via email/fax/registered post to:

procurement@arabpotash.com

Add name and address of the

Name:

Address

1.2 Prequalification Compliance Criteria

Projects' scope and complexity is described in the public announcement made in local newspapers. Any contractor that is interested to receive the pre-qualification package must fill the below compliance statement.

Criteria	Yes	No
You have the capability and capacity to do the relevant engineering shop drawings inhouse for the complete project		
You have the capability and capacity to do the procurement inhouse of all the equipment and material for the complete project		
You have the capability and capacity to execute the construction inhouse and with the limited use of selected subcontractors		
You have the capability and capacity to commission and start up all the components of the Project		
You have a proven track record in executing fast tracked and similar projects		
You completed projects of similar nature (i.e. Science & Technology / Laboratories projects with equivalent size and complexity) on a Lump Sum basis		
You have previously worked with Arab Potash Company and is familiar with it's policies and procedures		

Your proposal shall include a description of projects that you completed and those showing that you meet the above criteria. This will include the following as a minimum:

- Project name and contact person at the facility
- Role undertaken in connection with the project (e.g., EPC contractor, sub-contractor)
- Type of contract used (e.g., EPC, EPCM, D&B)
- Contract price
- Planned date of completion vs Actual date of completion
- Country where it is situated

You will also include audited financial statements of the last three years

6. Appendix A (Application Forms to be filled):

- Letter of Application
- Company General Information
- General/ particular Experience Record.
- Joint Venture Summary
- Current Contract Commitments / Works in Progress
- Key Personnel
- Equipment Capabilities
- Financial Capability
- Litigation History

Letter of Application

[Letterhead paper of the Applicant, including full postal address, telephone, fax, cable and e-mail addresses]

Date:

To:
.....
.....
.....

Sirs,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified by yourselves as a bidder for the following contract Package under Research Development & Innovation Center (IFB # 202101789 / GS)

2. Attached to this letter please find copies of original documents defining

- (a) the Applicant's legal status;
- (b) the principal place of business; and
- (c) the place of incorporation (for applicants who are corporations); or

the place of registration and the nationality of the owners [for applicants who are partnerships or individually owned firms).

3. Your Agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and employers regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience and competence of the Applicant.

4. Your Agency and its authorized representatives may contact without being limited to the following persons for further information¹:

<i>General and managerial inquiries</i>	
Contact 1	Telephone 1
Contact 2	Telephone 2

<i>Personnel inquiries</i>	
Contact 1	Telephone 1
Contact 2	Telephone 2

<i>Technical inquiries</i>

1

Contact 1	Telephone 1
Contact 2	Telephone 2

<i>Financial inquiries</i>	
Contact 1	Telephone 1
Contact 2	Telephone 2

5. This application is made in the full understanding that:

- (a) bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding;
- (b) your Agency reserves the right to:
 - amend the scope and value of any contracts bid under this project; in such event, bids will only be called from prequalified bidders who meet the revised requirements; and
 - reject or accept any application, cancel the prequalification process and reject all applications; and
- (c) your Agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.

6. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Signed	Signed
Name	Name
For and on behalf of (name of Applicant)	For and on behalf of (name of partner)

Signed	Signed
Name	Name
For and on behalf of (name or partner)	For and on behalf of (name of partner)

Signed	Signed
Name	Name
For and on behalf of (name or partner)	For and on behalf of (name of partner)

APPLICATION FORM (1)

General Information

All individual firms and each partner of a joint venture applying for prequalification are requested to complete the information in this form. Nationality information to be provided for all owners or applicants who are partnerships or individually-owned firms.

1.	Name of firm	
2.	Head office address	
3.	Telephone	Contact
4.	Fax	<i>E-mail</i>
5.	Place of incorporation / registration	Year or incorporation / registration

<i>Nationality of owner's</i>		
	Name	Nationality
1.		
2.		
3.		

4.		
5.		

APPLICATION FORM (2)

General Experience Record

Name of Applicant or Partner of a Joint Venture

All individual firms and all partners of a joint venture are requested to complete the information in this form. The information supplied should be the annual turnover of the Applicant, in terms of the amounts billed to employers for each year for work in progress or completed

Applicants should not be required to enclose testimonials, certificates and publicity material with their applications; they will not be taken into account in the evaluation of qualifications.

Annual Turnover data (construction only)		
Year	Turnover	Projects
1. 2020		
2. 2019		
3. 2018		
4. 2017		
5. 2016		

Details of Contracts of Similar Nature and Complexity

Name of Applicant

Use a separate sheet for each contract

1.	Number of contract	
	Name of contract	
	Country	
2.	Name of employer	
3	Employer address	
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify	
5.	Contract role (check one)	
	<input type="checkbox"/> Sole contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/> Partner in a joint venture	
6.	Value of the total contract (in specified currencies at completion, or at date of award for current contracts).	
	Currency	Currency
		Currency

7.	Equivalent value JOD
8.	Date of award
9.	Planned Date of completion (Provide any early completion date if available) *
10.	Contract duration (years and months) <p style="text-align: center;">_____ years _____ months</p>
11.	Specified requirements.

*Early completion shall dates shall be accompanied with official letters from Employer proving early completion and satisfactory performance.

Summary Sheet: Current Contract Commitments / Works in Progress

Name of Applicant:

Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

<i>Name of contract</i>	<i>Value of outstanding work (current JOD)</i>	<i>Estimated completion date</i>
1.		
2.		
3.		
4.		
5.		

Personnel Capabilities

Name of Applicant:

*For specific positions **essential** to contract implementation, applicants should provide the names of at least two candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied in separate sheets using one form (5A) for each candidate.*

1.	Title of position
	Name of prime candidate
	Name of alternate candidate
2.	Title of position
	Name of prime candidate
	Name of alternate candidate
3.	Title of position
	Name of prime candidate
	Name of alternate candidate

4.	Title of position
	Name of prime candidate
	Name of alternate candidate

Candidate Summary

Name of Applicant

	Position	Candidate <input type="checkbox"/> Prime <input type="checkbox"/> Alternate
<i>Candidate information</i>	1. Name of candidate	2. Date of birth
	3. Academic and Professional Qualifications	
<i>Present employment</i>	4. Name of employer	
	Address of employer	
	Telephone	Contact (manager / personnel officer)
	Fax	<i>E-mail</i>
	Job title of candidate	Years with present employer

Summarize professional experience over the last 10 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.

<i>From</i>	<i>To</i>	<i>Company / Project / Position / Relevant technical and management experience</i>

KEY PERSONNEL

Technical staff for this Package

Name: (max. 15 to be included)	position in company:	Assignment location, office or site:	part or full time	qualifications: (**)	years experience total / in company

Administrative staff

Name: (max. 5 to be included)	position in company:	Assignment location, office or site:	part or full time	qualifications: (**)	years experience total / in company

(**) Qualifications: Education Degrees, Certificates and years of education

(-) Separate sheets shall be included for each of design and construction personnel.

Equipment Capabilities

Name of Applicant

The Applicant shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for each and all items of equipment. A separate Form (6) shall be prepared for each item of equipment.

Item of equipment		
<i>Equipment information</i>	1. Name of manufacturer	2. Model and power rating
	3. Capacity	4. Year of manufacture
<i>Current status</i>	5. Current location	
	6. Details of current commitments	
<i>Source</i>	7. Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased <input type="checkbox"/> Specially manufactured	

Omit the following information for equipment owned by the Applicant or partner.

<i>Owner</i>	8. Name of owner	
	9. Address of owner	
	Telephone	Contact name and title
	Fax	<i>E-mail</i>
<i>Agreements</i>	Details or rental / lease / manufacture agreements specific to the Project	

Financial Capability

Name of Applicant or partner of a joint venture

Applicants, including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

<i>Banker</i>	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax	<i>E-mail</i>

Summarize actual assets and liabilities in JOD equivalent for the previous three years. Based upon known commitments, summarize projected assets and liabilities in JOD for the next two years

Financial information in JOD	Projected: next two years				
	1. 2018	2. 2019	3 2020	4. 2021	5. 2022
1. Total assets					
2. Current assets					
3. Total liabilities					
4. Current liabilities					
5. Profits before taxes					
6. Profits after taxes					
7. Annual Turn over					
8. Capital					

Specify proposed sources of financing to meet the cash flow demands of the Project, net of current commitments (Instructions to Applicants, para.3.5)

Source of financing	Amount (JOD)
1.	
2.	
3.	
4.	

Attach audited financial statements (for the last three years for the individual applicant).

Litigation History

Name of Applicant

Applicants, including each of the partners of a joint venture should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para. 3.7). A separate sheet should be used for each partner of a joint venture.

Year	Award for or against Applicant	Name of employer, cause of litigation, and matter in dispute	Disputed amount (current value, JOD)

7. Appendix B

. Project site plan- *see attached pdf document*