

Request for Proposal (RFP) - AM 12085

Supply of Services

Quantity Surveying Services for the Tina River Hydropower Transmission System Project

Structure of Invitation

Invitation Overview

Invitation to Tender

Part A – Conditions of Proposal

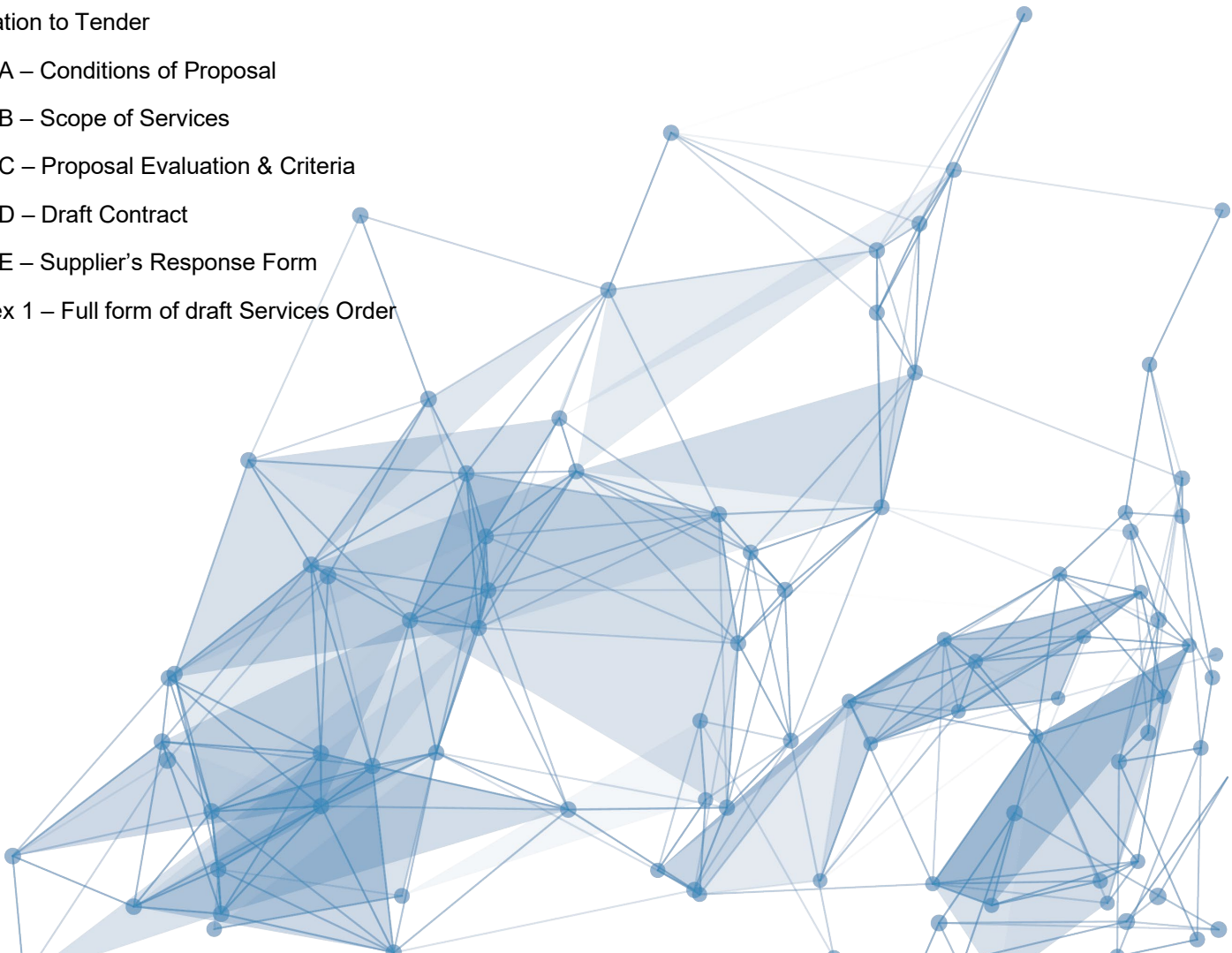
Part B – Scope of Services

Part C – Proposal Evaluation & Criteria

Part D – Draft Contract

Part E – Supplier's Response Form

Annex 1 – Full form of draft Services Order



Invitation Overview

The Australian Infrastructure Financing Facility for the Pacific (AIFFP) is Australia's largest and most significant infrastructure investment in the Pacific. This \$4 billion infrastructure initiative is actively engaging with countries in the region to significantly boost Australia's support for infrastructure development in Pacific countries and Timor-Leste. The Facility uses grant funding combined with loans to support the development of high priority, quality infrastructure.

The AIFFP Investment Preparation and Support Unit (SU), managed by Tetra Tech International Development is contracted to support the AIFFP meet its objectives. Tetra Tech International Development has been tasked to facilitate delivery of the SU services.

The Tina River Hydropower Transmission System (TRHTS) Project (the Project) is a key component of the Tina River Hydropower Project, located on Guadalcanal Island, Solomon Islands, near the capital, Honiara.

The Project includes the construction, testing, and commissioning of:

- The 22 km transmission line
- Substation at Tina River
- Substation at Lungga

Tetra Tech International Development, on behalf of AIFFP, is seeking to procure Quantity Surveyor (QS) services in support of the Project.

Invitation to Tender

| | |
|---------------------------|---|
| Project Name | Quantity Surveyor Services for the Tina River Hydropower Transmission System Project |
| Purchaser | Tetra Tech International Development Pty Ltd Tower B Citadel Tower' Level 20, 799 Pacific Highway, Chatswood NSW 2067 |
| Invitation | <p>Tetra Tech International Development Pty Ltd (Purchaser) invites you to submit a Proposal (Your Proposal) for the supply (Supply) of Quantity Surveyor (QS) services in support of the Project.</p> <p>To assist you in the preparation of Your Proposal, please find attached a Request for Proposal (RFP) including a Response Form (Part E) and proposed Contract (Part D).</p> <p>Your Proposal must be submitted conforming to the Response Form by the Closing Date specified in this Reference Schedule and must remain valid and open for acceptance for the Proposal Validity Period specified.</p> <p>Your Proposal will be evaluated against the Evaluation Criteria outlined in the RFP.</p> <p>If Your Proposal is accepted, Supply will be in accordance with the proposed Contract. (Part D).</p> |
| Document Structure | <p>This RFP consists of five parts, plus any annexures, that are attached to and form part of this RFP:</p> <p>Invitation to Tender</p> <p>Part A – Conditions of Proposal</p> <p>Part B – Scope of Services</p> <p>Part C – Proposal Evaluation & Criteria</p> <p>Part D – Draft Contract</p> <p>Part E – Supplier's Response Form; and</p> <p>Any annexures listed</p> |

| | |
|--|---|
| | Suppliers should carefully read Parts A-E – including any additional accompanying annexures. Proposals deemed non-conforming by Tetra Tech International Development may be rejected. |
| Last Queries Date | 15:00 (AEDT), Tuesday 10 December 2024 |
| Closing Date and Time | 15:00 (AEDT), Friday 13 December 2024 Proposals submitted after the Closing Date & Time will be considered only under the relevant Part A – Conditions of Proposal clauses. |
| Lodgement Method and Place | All proposals must be emailed to: Tim Singleton aiffp.su.tender@tetratech.com Note: the proposal file must be named as follows <AM-12085_QuantitySurveyorServicesTRHTS_ [Supplier's name]> |
| Information to be provided by Suppliers as part of Proposal | Proposal Form Part E must be completed and returned in full, providing a written response of the Supplier's ability to provide the required Services and meet the specifications. Resume of each person the Supplier nominates to undertake the Services (max of 2 pages per CV). |
| Offer Validity Period | 90 days. |
| Tetra Tech International Development Contact Person(s) | Geoff McConnell Procurement Specialist geoff.mcconnell@tetratech.com Tim Singleton Procurement Support & Due Diligence Manager tim.singleton@tetratech.com |
| Weighted Criteria | The weighted criteria are set out in detail, including relative weighting, in Part C Proposal Evaluation & Criteria. |
| Indigenous Procurement Policy | It is Commonwealth policy and therefore Tetra Tech International Development policy, to stimulate Indigenous entrepreneurship and business development, providing Indigenous Australians with more opportunities to participate in the economy (see https://www.dpmmc.gov.au for further information). Respondents should note that the Indigenous Procurement Policy does not apply to this procurement. However, in completing Part E, Supplier's Response Form, Respondents are encouraged to provide information on how their organisation or proposal stimulates Indigenous entrepreneurship and business development, providing Indigenous Australians with more opportunities to participate in the economy. Purchases from an Indigenous enterprise may be in the form of engagement of an Indigenous enterprise as a subcontractor, and / or use of Indigenous suppliers in the Respondent's supply chain. |

Part A – Conditions of Proposal

1. Tetra Tech International Development may at any time seek further information from you regarding Your Proposal, (but need not make the same request of all Suppliers). This may include but is not limited to:
 - requests for additional information
 - presentations by, or interviews with You or Your key personnel
 - other responses or additional information as required.
2. No legal relationship will exist between You and Tetra Tech International Development unless Your Proposal is accepted and a legally binding contract is executed by both parties.
3. You participate in this procurement process at your own risk.
4. You are responsible for the cost of preparing and submitting Your Proposal and all other costs arising from this procurement process.
5. You may only communicate with the Contact Person about this procurement process. Unauthorised communication by a prospective supplier with any other employee or agent of Tetra Tech International Development may lead to a Proposal being rejected.
6. Tetra Tech International Development is not obliged to accept the lowest priced proposal or any proposal.
7. You must identify any aspect of Your Proposal that You consider should be kept confidential including reasons. Tetra Tech International Development is not obliged to treat information as confidential and in the absence of any agreement to do so, You acknowledge that Tetra Tech International Development has the right to publicly disclose the information.
8. You must declare any actual or potential conflict of interest.
9. You must comply with all laws in force in South Australia / and Country applicable to this RFP Process.
10. Tetra Tech International Development may in its absolute discretion:
 - take into account any relevant consideration when evaluating proposals
 - invite any person or entity to lodge a proposal
 - allow a supplier to change its proposal, only until the Closing Date and Time for this RFP
 - consider, decline to consider, or accept (at Tetra Tech International Development's sole discretion) a proposal lodged other than in accordance with these conditions
 - suspend in part or whole, amend, vary or abandon this procurement process at any time
 - make enquiries of any person or entity to obtain information about You (including but not limited to the Referees).
11. You must read the Conditions of Contract attached as Part C which will apply to the Contract for this procurement.
12. Proposals are accepted on the basis that they are valid for ninety (90) days from the closing date for receipt of Proposals.
13. Tetra Tech International Development may change this RFP by issuing Addenda in writing. Any Addenda becomes part of this RFP. Addenda issued by Tetra Tech International Development are the only recognised explanations of, or amendments to, this RFP.
14. By lodging a Proposal, a prospective supplier agrees to be bound by the Conditions of Proposal.
15. This RFP, and any information provided by Tetra Tech International Development to a prospective supplier as part of the RFP process, remain the property of Tetra Tech International Development, and may only be used by a prospective supplier to prepare a Proposal in response to this RFP. Only prospective suppliers to whom this RFP is issued may submit a Proposal.
16. No representation made by or on behalf of Tetra Tech International Development during the RFP process binds Tetra Tech International Development unless the representation is subsequently included as part of a formal instrument of agreement.
17. A prospective supplier who submits a Proposal must keep the information in its Proposal confidential. Nothing in this clause prevents a prospective supplier from disclosing information in its Proposal: that is available to the public generally otherwise than as a result of a breach of this clause 17 by the prospective supplier; if the disclosure of the Proposal is required by law; if the disclosure is necessary to obtain an approval or licence under a law; or if the disclosure is to the prospective supplier's professional advisers or lenders.

18. Tetra Tech International Development's selection process for services is conducted in accordance with Australian Government Procurement Rules. For the purpose of assessing Proposals, Tetra Tech International Development is required to pass Proposals to Australian Government Departments and Agencies as Tetra Tech International Development sees fit and to relevant Ministers and Parliamentary Secretaries. It is Tetra Tech International Development's policy not to divulge to one Supplier information that has been provided in confidence by another.
19. Suppliers should note that the Freedom of Information Act 1982 gives members of the Australian public rights of access to official documents of the Australian Government and its Agencies. The Act extends, as far as possible, rights to access information in the possession of the Australian Government and its Agencies, limited only by considerations for the protection of essential public interest and of the private and business affairs of persons in respect of whom information is collected and held by departments and public authorities.
20. All Proposals become the property of Tetra Tech International Development on submission. Tetra Tech International Development may reproduce all or any part of a Proposal for any purpose related to evaluation of the Proposal.
21. Tetra Tech International Development reserves the right at its absolute discretion:
 - a. by written notice to prospective suppliers (who have been issued this RFP) to do any of the following things: to discontinue or suspend the RFP process; to extend the closing date and time of the RFP; and to amend this RFP;
 - b. to negotiate with any prospective supplier submitting a Proposal;
 - c. to determine the number of organisations with whom it will contract.
 - d. is not bound to accept the lowest, or any, Proposal submitted.
22. Prospective suppliers may submit an alternative proposal if it is clearly identified as an 'Alternative Offer' wherever it fails to comply with this RFP.
23. A prospective supplier who submits a Proposal which meets the requirements in this RFP in an alternative and practical manner, taking into account the totality of those requirements, must include any supplementary material, together with associated prices, which demonstrates, in detail, that the alternative offer will fully achieve all the requirements.
24. Tetra Tech International Development reserves the right either to consider Alternative Offers on their merits or not to consider them further.
25. All monetary amounts must be expressed in AUD (A\$) (exclusive of VAT/GST). The Conditions of Contract allow for the payment of VAT/GST.
26. Tetra Tech International Development will neither be responsible, nor pay, for any cost, expense or loss, which may be incurred by any person in connection with the preparation or presentation of a Proposal.
27. Tetra Tech International Development is not liable for any error or omission in this RFP.
28. A Proposal must be lodged by the closing time and date specified in Invitation to Tender or as extended, A Proposal must be lodged in a manner specified in the Invitation to Tender.
29. If The Invitation to Tender permits lodgement of Proposals by email, the following provisions apply. Lodgement by email will be at the sole risk of the prospective supplier. Tetra Tech International Development does not warrant that a prospective supplier will be able to upload its Proposal to the email address for lodgement. A Proposal may be rejected if it contains a virus, worm or other defect, or if the Proposal does not comply with any format, size or other requirements stated in Part A of the Overview of Requirements.
30. Late Proposals may not be considered unless Tetra Tech International Development is of the view (and its decision will be absolute and final) that:
 - a. circumstances beyond the prospective supplier's control were the cause of the lateness; and
 - b. the consideration of the late Proposal will not compromise the integrity of the procurement process or provide any unfair advantage to the prospective supplier lodging the late Proposal.
31. Late Proposals that are not accepted will have that decision notated on the email containing the Proposal, noting the time and date of receipt, and will not be eligible for consideration.
32. Unsuccessful suppliers are encouraged to contact the Contact Officer (named in Part A) to request a debriefing to discuss the reasons for their non-selection. If requested to do so, Tetra Tech International Development will provide a debriefing for unsuccessful suppliers after a contract has been formed for the supply of the Services, or Tetra Tech International Development has decided not to award a contract for the supply of the Services.

33. A contract for the supply of the Services will be formed when Tetra Tech International Development and the successful supplier enter into a formal instrument of agreement.

Part B – Scope of Services

Quantity Surveying Services for the Tina River Hydropower Transmission System Project

Background

The Tina River Hydropower Transmission System (TRHTS) is a key component of the Tina River Hydropower Project (TRHP), located on Guadalcanal Island, Solomon Islands, near the capital, Honiara. The TRHP comprises the following components:

- Component 1: Hydropower Facility
- Component 2: Access Roads
- **Component 3: Tina River Hydropower Transmission System (The Project)**
- Component 4: Technical Assistance

The Project includes the construction, testing, and commissioning of:

- The 22 km transmission line
- Substation at Tina River
- Substation at Lungga

The AIFFP Investment Preparation and Support Unit (SU), managed by Tetra Tech International Development is contracted to support the AIFFP meet its objectives by providing the AIFFP with responsive, coordinated, flexible, and efficient technical expertise and program management support. Tetra Tech International Development has been tasked to facilitate delivery of these services.

Tetra Tech International Development, on behalf of AIFFP, is seeking to procure Quantity Surveyor services in support of the Project.

Objectives

The objective of this assignment is to engage QS services to review and validate the pricing for the Project. The QS will thoroughly assess all relevant project documentation, site conditions, and market factors to ensure the cost estimates are accurate, comprehensive, and reflective of current market conditions.

Scope of work

The Quantity Surveyor consultants will undertake the following activities:

1. Review of Project Documentation

- 1.1. Conduct a thorough review of all available project documents, including the initial cost estimates, design plans, geotechnical reports, material specifications, and procurement strategies.
- 1.2. Utilise BoQ developed for detail design and in conjunction with the Owners Engineer and SIEA, provide a risk adjust cost estimate for items requiring further design development.
 - 1.2.1. UXO Clearance
 - 1.2.2. Access Roads
 - 1.2.3. Terminations in Substation
- 1.3. Evaluate the assumptions and methodologies used in the current cost estimates to identify any gaps or areas for improvement.

2. Site Assessment and Data Collection

- 2.1. Conduct a comprehensive site assessment to understand local conditions affecting project costs.
- 2.2. Topography and Geotechnical Conditions: Review existing geotechnical data and, if necessary, refine cost estimates based on the known level of uncertainty.
- 2.3. Material Availability and Transportation: Assess the availability and transportation costs of local and regional materials (e.g., rock, sand, concrete, steel).
- 2.4. Suppliers: Meet with local suppliers and contractors to gather up-to-date market rates for materials, labour, and equipment.

3. Cost Estimation and Analysis

- 3.1. Prepare a detailed cost estimate for each project component, considering:
 - 3.2. Direct Costs: Material, labour, equipment, subcontractor, and supplier costs.
 - 3.3. Indirect Costs: Site establishment, temporary works, site supervision, and project management.
 - 3.4. Contingency Allowances: Apply appropriate contingencies based on the level of design maturity and risk assessment (Class 2 Estimate).
 - 3.5. Escalation and Inflation: Adjust costs for inflationary trends over the projected construction period, using recent market data and inflation forecasts.
- 3.6. Provide a comprehensive cost summary, broken down by measure, activity, and cost centre, with a final aggregated cost estimate.

4. Risk and Sensitivity Analysis

- 4.1. Conduct a risk analysis to identify potential cost drivers, including:
 - 4.1.1. Geotechnical uncertainties, material price volatility, and supply chain risks.
 - 4.1.2. Provide an estimate for UXO identification and clearance
 - 4.1.3. Perform sensitivity analysis to assess the impact of key variables (e.g., material prices, labour rates, equipment costs) on the overall cost estimate.
 - 4.1.4. Propose risk mitigation strategies and suggest adjustments to contingencies or cost allowances as necessary.

5. Benchmarking and Validation

- 5.1. Compare the developed cost estimates against similar recent transmission line projects in the region or globally, using established databases and industry standards.
- 5.2. Validate the estimates through consultations with independent experts, local contractors, and suppliers.

6. Report Preparation

- 6.1. Prepare a comprehensive cost estimate report that includes:
 - 6.1.1. An executive summary, methodology, detailed findings, risk analysis, benchmarking results, and recommendations.
 - 6.1.2. A clear presentation of the BoQ and cost breakdown by measure, activity, and cost centre.
 - 6.1.3. Appendices with supporting data, references, and any additional relevant documentation.

Key deliverables

The Quantity Surveyor consultants are expected to provide the following key deliverables:

| Item | Output | Indicative Timeframe |
|------|---|--|
| 1 | Kick-off meeting Chair a stakeholder meeting to discuss and agree to the approach, to highlight any missing steps or processes; confirm communications/meetings etc. | Within 1 week of contract start |
| | Inception Report Confirming outcomes from Kick-off meeting. | Within 1 week of Kick-off meeting |
| 2 | Initial Review Report Summary of reviewed documents, identified gaps, and data. | No later than 3 weeks from contract start |
| 3 | Draft Cost Estimate Report A comprehensive cost estimate report including all components as specified, Risk and sensitivity analysis findings with proposed mitigation strategies, Benchmarking data and validation results and presentation to SIEA and key stakeholders summarizing findings and recommendations. | No later than 8 weeks from contract start |
| 4 | Final Cost Estimate Report Incorporating feedback, complete with all sections outlined above. | No later than 10 weeks from contract start |

Required expertise and responsibilities

The study requires consultant with experience in cost estimation for large infrastructure projects, preferably in energy sector projects in the region i.e. familiarity with local and regional market conditions in the Pacific, particularly in the Solomon Islands or similar environments and a proven track record in delivering cost estimates at a BFS level of detail and accuracy.

In-country Visit

An initial visit to the Project is expected as part of Scope of Works i.e. see Activity 2: Site Assessment & Data Collection.

Management arrangements

The QS will report to the SIEA Project Manager of the Tina River Hydropower Transmission Line Project.

Regular updates will be provided to SIEA, AIFFP and the SU to ensure alignment with project goals, timelines and contractual requirements.

The contractor for services will be between the supplier and Tetra Tech International Development (through the SU) on behalf of the AIFFP (as per the head contract with AIFFP).

Ownership of Intellectual Property and Output (Database)

AIFFP will be the sole and exclusive owner of all the intellectual property (IP) and database emanating from and developed during the course of this contract. The AIFFP may, at its sole discretion, enter into other agreements with third parties regarding future usage of IP and database and its contents.

Part C – Proposal Evaluation & Criteria

Evaluation Criteria

The evaluation criteria are to be considered against the scope of works requirements; the key deliverables, and the required expertise & capability in Part B.

| Criteria | Description | Points |
|--|--|------------|
| A. Capacity and technical experience | <p>The Consultant must demonstrate</p> <ul style="list-style-type: none"> The core business of the firm and a minimum of ten (10) active years in the Quantity Surveying and related disciplines, preferably in major electrical infrastructure projects. Examples of 3 relevant assignments completed in the past 8 years. Include name of assignment, period (dates) of execution of the assignments and the role played in the assignment. Experience in delivery of outputs similar to the Scope, in the Pacific context. Capacity to provide resources necessary to deliver and manage work as and when required. | 30 |
| B. Response to technical requirements | <p>The Consultant must provide details of their approach and methodology (including a proposed implementation schedule) for the delivery of the services in Part B above, to demonstrate</p> <ul style="list-style-type: none"> A strong understanding of what is required. A high professional capacity to deliver the objectives and the Terms of Reference | 40 |
| C. Core personnel | <p>The Consultant must demonstrate that the proposed team members have the appropriate qualifications and experience to deliver the services, and include:</p> <ul style="list-style-type: none"> The structure and composition of the proposed team, clearly outlining the main disciplines/specialties and designated responsibilities of each team member. CVs of the key personnel which clearly highlight qualifications, areas of relevant experience/competence (max 2 pages each). | 30 |
| Total | | 100 |

Proposal Evaluation

'Technical to Financial' Weighting

An assessment of proposals will be based on an 80:20 methodology, where 80% of the overall score is attributed to the technical proposal and 20% to the financial proposal.

Technical Proposal

The technical proposal, addressing each of the criteria in the Technical Evaluation Criteria Table (below), will be assessed and scored as indicated (out of 100 points). The total points scored will be converted to the 80% technical criteria weighting.

The technical proposal must score 75 points or more for the financial proposal to be considered.

Financial Proposal

The financial proposal will be scored out of 20 points, representing the 20% financial criteria weighting.

The maximum number of points will be allotted to the lowest considered and compliant price proposal and compared across all considered financial proposals.

Value for Money

The proposal with the highest total score (technical score + financial score) is considered as representing best Value for Money.

Part D – Draft Conditions of Contract

The draft Tetra Tech International Development Services Agreement terms and conditions is at Annex 1.

Part E – Supplier’s Response Form

This form must be completed in full or the relevant information provided in the following format and returned by the supplier by the closing time and date.

Supplier Details

I/We hereby offer to supply to Tetra Tech International Development the Goods/Services (specified in this RFP) for the Quantity Surveying Services in accordance with the Conditions of Proposal, the attached draft Conditions of Contract and the following Addenda (if any) issued by Tetra Tech International Development.

| Addendum No. | Date and Description |
|--------------|----------------------|
| | |

| | |
|---|---|
| Trading Name | <insert name> |
| Registered Name | <insert name> |
| ACN | <insert number> |
| ABN | <insert number> |
| Address of registered office | <insert address> |
| Type of entity (e.g. company, trust, sole trader, partnership, other) | <insert entity> |
| Key Personnel (e.g. director, chief executive officer, principal of business etc.) | <insert names and positions> |
| Telephone | <insert phone number> |
| Website | <insert URL> |
| Indigenous Procurement Policy | Is your organisation 50% or more Indigenous owned? YES / NO (Delete one) If YES, is your organisation registered on Supply Nation? YES / NO (see note below) / Not Applicable (Delete one) If NO, please provide a certificate or letter from a recognised Indigenous organisation. |
| Contact Person | <insert name> |
| Position | <insert position> |
| Address | <insert address> |
| Postal address (if different to above) | <insert address> |
| Email | <insert email address> |
| Telephone | <insert phone number> |

Technical Proposal

Technical Criteria

Response Against Technical Proposal Evaluation & Criteria

(8 page maximum; with no more than 5 pages of relevant attachments; and maximum 2 pages for each CV)

Weighted Criteria

1. Organisational Capacity and technical experience

The Consultant must demonstrate

- The core business of the firm and a minimum of ten (10) active years in the Quantity Surveying and related disciplines, preferably in major electrical infrastructure projects.
- Examples of 3 relevant assignments completed in the past 8 years. Include name of assignment, period (dates) of execution of the assignments and the role played in the assignment.
- Experience in delivery of outputs similar to the Scope, in the Pacific context.
- Capacity to provide resources necessary to deliver and manage work as and when required.

Suggested inclusions: A tabled summary of at least 3 example of successfully completed similar assignments, include name of assignment, start and end date, value, status

[Response here]

2. Response to technical requirements

The Consultant must provide details of their approach and methodology (including a proposed implementation schedule) for the delivery of the services in Part B, to demonstrate

- A strong understanding of what is required.
- A high professional capacity to deliver the objectives and the Terms of Reference

[Response here]

3. Core Personnel: Expertise of Team Members

The Consultant must demonstrate that the proposed team members have the appropriate qualifications and experience to deliver the services, and include:

- The structure and composition of the proposed team, clearly outlining the main disciplines/ specialties and designated responsibilities of each team member.
- CVs of the key personnel which clearly highlight qualifications, areas of relevant experience/ competence (max 2 pages each).

[Response here]

Financial Proposal

The price offered is a price calculated in accordance with the following schedule of rates.

NOTE: Information to be provided in the tables 1.2 - and 1.3 below shall only be used to demonstrate the basis for the calculation of the Contract's ceiling amount; to calculate applicable taxes at contract negotiations; and, if needed, to establish payments to the Consultant for possible additional services requested by the Client. Tables 1,1 and 1.3 will be used as a basis for payments under 'Lump-Sum' or 'Fee + Reimbursable Expenses' contracts.

Schedule of Rates

1. Competitive Components

1.1. Breakdown of Costs by Key Deliverables

[Refer to Part B, Scope of Services, Key Deliverables for description of the output requirements]

| Item | Activity/Deliverable | Price |
|--------------------|---|-------|
| 1 | Kick-off meeting & Inception report | NA |
| 2 | Updated Methodology & Workplan | |
| 3A | Outreach Activity report: Sub- Report 1 - Kimbe & Lae | |
| 3B | Outreach Activity report: Sub-Report 2 - All other Locations combined | |
| 4 | Develop, quality check and provide a database of eligible candidates to AIFFP | |
| 5 | Work readiness training materials & design | |
| 6 | Work readiness training and pre-selection support outcome Report | |
| GRAND TOTAL | | |

1.2. Breakdown of Remuneration

Aust/International
[Add rows as necessary]

| Role/Expertise | Name | Input Days | Rate | Sub-Total |
|----------------|------|------------|------|-----------|
| | | | | |
| | | | | |

Solomon Island/Pacific (if any)
[Add rows as necessary]

| Role/Expertise | Name | Input Days | Rate | Sub-Total |
|----------------|------|------------|------|-----------|
| | | | | |
| | | | | |

TOTALS *[to equal 1.1. Key Deliverables total]*

1.3 Breakdown of Anticipated Expenses

| | Item | Unit | Unit Cost | Qty | Cost |
|---------------|--|------|-----------|-----|------|
| 1 | Per Diem | | | | |
| 2 | Travel – Airlines, Accommodation | | | | |
| 3 | Communications | | | | |
| 4 | Subscriptions, Report Preparation, and Production | | | | |
| TOTALS | | | | | |

2. Non-Competitive Components

2.1. Provisional Sums

[Includes items indicated as non-essential in the TOR, items not specifically requested but the consultant believes would be useful in evaluation the proposal. Such suggested provisional activities must be clearly identified in the Proposal]

| | Activity/Task | Description - Key Activities with Milestones (examples below) | TOTAL PRICE |
|--------------|------------------|---|-------------|
| 1 | Provisional Sums | | |
| | | | |
| | | | |
| TOTAL | | | |

Other

Insurance

Provide details of each insurance policy relevant to Tetra Tech International Development's Requirement.
(Part B)

Compliance with Proposed Contract

Does Your Proposal comply with all terms of the proposed Contract? Yes No

If Your Proposal does not comply with some or all of the terms of the contract You must provide reasons for the partial compliance or non-compliance for each clause below.

| Contract Clause No. | Explanation/comment |
|---------------------|---------------------|
| | |
| | |
| | |

References

Please provide up to three client references that may be contacted in relation to Your Proposal and your entity’s past performance.

| Name | Contact Details |
|------|-----------------|
| | |
| | |
| | |

Supplier Declaration

I/We declare that:

- a. the Conditions of Proposal are agreed;
- b. the Conditions of Contract are agreed; and
- c. the information and particulars provided as part of this offer are accurate and correct.

Supplier

Witness

Signature

Signature

*Print name and office held:

*Print name and office held:

*Use BLOCK LETTERS.

**Annex 1: Draft Tetra Tech International Development Services Agreement -
Terms and Conditions**

[Set out on following pages]