

PART B – Specifications and Scope of Works

9.1 The Pacific Humanitarian Warehousing Program (PHWP) Infrastructure Specialist Unit (ISU)

The Pacific Humanitarian Warehousing Program (PHWP) is a Pacific led, multi-donor investment to enhance humanitarian warehousing capability in 14 Pacific island countries and Timor-Leste. Participating countries include: Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Nauru, Niue, Palau, Papua New Guinea, Republic of Marshall Islands, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu and Vanuatu.

The PHWP End of Investment Outcomes (EOIO) are:

- **EOIO 1:** Pacific governments and humanitarian partners have timely access to climate and disaster resilient, fit-for-purpose warehouses and disaster relief supplies that are accountable to and meet the needs of those most at risk such as women, children, people with diverse sexual orientation, gender identity or expression, and sex characteristics (SOGIESC), people with disabilities and older persons.
- **EOIO 2:** Warehouse and supplies management are funded to an appropriate scale and contribute in a complementary way to stronger national and regional partnerships for preparedness, response, and recovery outcomes.
- **EOIO 3:** National Pacific and Timor-Leste partners are increasingly able to independently manage humanitarian warehouses and pre-positioned supplies in ways that increase climate and disaster resilience and are more inclusive of community, based on contextual diversity, including those most at risk.

The core implementing partner of the PHWP is the Pacific Community (SPC). Tetra Tech International Development is implementing the infrastructure components of PHWP as the Infrastructure Specialist Unit (ISU) on behalf of the Australian Department of Foreign Affairs and Trade (DFAT).

9.2 Niue Warehouse Facility Project Overview

The PHWP is supporting the Niue Government through the construction of a new humanitarian warehouse facility in South Alofi, in close collaboration with the Niue National Disaster Management Office (NDMO). The facility will be located within the Niue Police and National Emergency Operations Centre (NEOC) compound.

The warehouse will:

- Measure approximately 22.5 x 8 meters and comprise of two dedicated storage rooms and a flexible sorting area plus bathroom facilities, a kitchenette and working space.
- Consist of a prefabricated 'Kitset' steel and/or timber structure, delivered to Niue for erection onsite.
- Be supported by (i) a compacted gravel driveway capable of accommodating a 20-foot container for loading and unloading operations, (ii) rainwater harvesting tanks, and (iii) a new septic system.
- Incorporate resilience features including: raised concrete floor slab, durable external cladding, high-level windows for natural ventilation and light, and cyclone resistance rated design and construction.
- Be designed, and must be constructed, in accordance with the National Building Code for Niue, maintaining an Importance Level 4 (IL4) classification.

The ISU has engaged a Subconsultant to prepare the Architectural and Detailed Design. "Issue for Construction" Drawings and Technical Specifications will be issued to the preferred Supplier for Prefabrication and/or Construction.

Further information can be found in Attachment 1: Concept Presentation.

9.3 Project Objectives

The objectives of the Project are to:

1. Construct and deliver a fit-for-purpose, resilient, high-quality and context-appropriate warehouse facility for use by the Niue NDMO to meet pre-positioning and storage needs of humanitarian and emergency relief supplies (HERS).
2. Complete Works in accordance with DFAT Policies, Guidelines and Principles, and best practice safeguarding ways of working to deliver excellent project management and contribution to lessons learned for future PHWP activities.
3. Incorporate PHWP Thematic Priorities (GEDSI, Localisation, Greening), and Pacific resilient infrastructure considerations throughout all stages of completion of the Works.

9.4 Overall Procurement Methodology

The current intent is to split procurement for the entire Scope of Works, i.e. separate contracts for Component 1 – Prefabrication, and Component 2 – Construction.

Note however that alternate arrangements for splitting of overall Scope of Works can be considered and on reflection of EOI responses, the split may be adjusted (or removed) under Stage 2 (RFT) of the Procurement process.

Applicants are encouraged to identify interest and capacity to complete either or both of the Components (and/or sub-components) of Works in Item 2 of Part C – Response Forms, and/or to propose alternative methodologies under Item 5.

Where an Applicant is interested and has capacity to complete the full Scope of Works, namely Prefabrication **and** Construction, the Applicant is encouraged to complete and submit a Response expressing interest in both Components, by completing the Technical Response section twice (one each for Prefabrication and Construction scopes).

Component	Components of Works Included	Proposed Contract Format
1. Prefabrication	Prefabrication of Kitset Transport of Kitset to site Supervision of Kitset installation on site	AS4905, modified to include DFAT conditions
2. Construction	Installation of Kitset on site Construction works on site Supply and installation of fittings and fixtures	AS4905, modified to include DFAT conditions

9.5 Project Scope of Works

The following Table details the Works, as applicable to individual Components.

Component	Component of Works	Associated Scope
Prefabrication	Prefabrication of Kitset	- Preparation and submission of management plans for items such as, environment and social risk management, OHS Plan, Quality Management Plan as appropriate to prefabrication. - Development of shop drawings to meet design requirements – for approval. - Supply of materials and labour to construct Kitset components. - Provision of all required warranties, test certificates (etc.), and documentation of any specific Operations and Maintenance requirements. - Deploy a Quality Assurance management process to the fabrication.
	Transport of Kitset to Site	Safe packing up and transport, including shipping and insurance, of Kitset components from prefabrication facility to site in Niue, including arrangement of all associated logistical arrangements, including shipping and customs clearance.
	Supervision of Kitset installation on site	- Provision of technical supervision of erection process. - Certification and warranting that installation of prefabricated structure conforms with Manufacturer's and structural requirements. - Sustenance of in-country resources whilst undertaking the works in-country.
Construction	Installation of Kitset on site	- Preparation and submission of management plans, such as OHS Plan, Safe Work Method Statement (SWMS), Quality Management Plan as appropriate to installation work. - Provision of labour and required equipment to undertake on site placement and erection. - If not a local entity, sustenance of in-country resources whilst undertaking the works in-country. - Erection of Kitset structure on site and in final position, per manufacturer's requirements.
	Construction works on site	- Prepare and obtain Building and Electrical Permit application. - Preparation and submission of management plans for items such as, Contractor's Environmental and Social Management Plan (CESMP), OHS Plan, Quality Management Plan as appropriate to construction. - Completion of dilapidation survey and site establishment, including supply and establishment of temporary services and site office. - Mobilization of material and labour to site, including provision for appropriate secure storage of materials. - If not a local entity, sustenance of in-country resources whilst undertaking the works in-country. - Ground preparation, excavation and building set-out. - Construction of structures as per design drawings, including building footings, ramps, concrete slab, new septic tank, rainwater capture and storage, compacted gravel driveway. - Liaison with statutory bodies on approvals and compliance for construction to proceed and be commissioned, including the Certificate of Occupancy. - Building Handover, including submission of all required warranties, As-Built Drawings, samples, test certificates (etc.), plus the building Operations and Maintenance Manual. - Response to defect rectification instructions from the Principal during the Defects Liability Period.
	Supply and installation of	Supply and installation of fittings and fixtures for kitchenette, washroom facilities and associated plumbing, standard fire safety.

Component	Component of Works	Associated Scope
	fittings and fixtures	25. Commissioning of relevant connections, including all required warranties, test certificates (etc.), and documentation of any specific Operations and Maintenance requirements.

9.6 Project Requirements

9.6.1 Technical Requirements

Given the fundamental function of the Warehouse Facility is to provide humanitarian support post-disaster, the building resilience requirements exceed that of typical infrastructure and must meet building code compliance for building Importance Level 4. The building must be fit for purpose for pre-positioning and storing of humanitarian and emergency relief supplies, meeting all associated user requirements.

Both prefabrication and construction must support delivery of a high-quality building, compliant to the above, by ensuring all Design Drawings and Technical Specifications are met. Copies of these will be provided to shortlisted Applicants in the subsequent stage of procurement.

Technical requirements also include an obligation to meet high Quality Assurance (QA) expectations, such as completion of material testing, providing appropriate certification of materials and product warranties, and preparation of documents such as for health and safety and building handover and commissioning plans.

For specific technical requirements for prefabrication and construction, refer to the corresponding details under Part B - 10.5 Project Scope of Works

9.6.2 Safeguarding Requirements

Works under this project are expected to meet DFAT and Tetra Tech International Development safeguarding policies, in particular with respect to meeting:

- DFAT Comprehensive Standards for Preventing Sexual Exploitation, Abuse and Harassment (PSEAH)
- DFAT Essential Standards for Child Protection
- Tetra Tech Policy for Social Safeguarding
- Tetra Tech Policy for Modern Slavery
- Tetra Tech Policy for Fraud and Corruption

This requires the Applicant to have either existing corresponding policies and training in place, or if not available, to be willing to develop appropriate policies and training and/or adopt Tetra Tech International Development policies and undertake Tetra Tech International Development provided training.

The preferred Supplier will also be required to sign the Tetra Tech Safeguarding Code of Conduct. Copies of Tetra Tech policies and the Code of Conduct can be found for reference at: <https://coffeyids.egnyte.com/fl/mg8H9rVQq4f7> (Password: Safeguards26).

DFAT policies and guidance for implementation compliance can be found at:

- [DFAT Child Protection Policy](#)
- [DFAT Protection from Sexual Exploitation, Abuse and Harassment Policy](#)
- [DFAT Child Protection Guidance Note Infrastructure Activities](#)
- [DFAT Child and Adult Safeguards Implementation Handbook](#)
- [DFAT Protection for Sexual Exploitation, Abuse and Harassment and Child Protection Policies – Interim Guidance](#)

Throughout the Project, monitoring is expected to occur both from the Supplier's personnel as well as through the Principal's supervision to ensure compliance.

Prefabrication: To uphold best practice manufacturing safeguarding practices, the Project will include requirement to prepare:

- **Occupational Health and Safety (OHS) Plan** to address management of risks to health and safety as a result of manufacturing activities, factory conditions, as well as context specific emergency planning.
- **Social Safeguarding (Child Protection and Protection from Sexual, Exploitation, Abuse and Harassment) Risk Management Plan** to address management of risks related to Child Protection and PSEAH, per compliance with DFAT requirements.

Construction: To uphold best practice construction safeguarding practices, the Project will include requirement to prepare:

- A context-appropriate **Grievance Redress Mechanism (GRM)**, to enable receipt of complaints and/or grievances, identify notification / escalation process, tracking of response and resolution, and sensitive information management.
- **Contractor's Environmental and Social Management Plan (CESMP)** to address management of, for example, air quality, noise, water, vegetation, waste, hazardous materials and spill response, including for both impacts on personnel onsite and surrounding community.
- **Occupational Health and Safety (OHS) Plan** to address management of risks to health and safety as a result of construction activities, site features and traffic constraints, as well as context specific emergency planning.

- **Site Management Plan** to identify and ensure strategic arrangement of site office, laydown, Works and protected areas, while planning appropriate security and access control, and provision of key and inclusive facilities.

9.6.3 ISU Support Available

It is acknowledged that the extent of requirements detailed above may exceed typical technical and safeguarding requirements implemented for this scope of work and in the Niue context. The ISU does not wish to prevent potential Applicants from responding to the EOI as a result of inability to meet documentation requirements.

It is not considered a disadvantage for an entity to not have these safeguarding aspects in their normal operating capacity and the evaluation process will not penalise any entity that can demonstrate capacity in key selection criteria in other requested Technical Capacities.

The ISU can provide capacity building support, if required, to the preferred Supplier. This may for example include assistance with development of Management Plans.

Similarly, it is possible for the preferred Supplier, instead of developing / upgrading own policies, to agree to comply with Tetra Tech International Development's policies and for the ISU to deliver required related training.

Where support may be required to develop plans and/or templates, the Applicant is encouraged to communicate this need in the EOI response, in Part C – Item 4 Mandatory Submission no. 7, and in the additional comments section included under Part C – Item 10 Other.

9.7 PHWP Thematic Priorities

Program delivery is guided by the PHWP Thematic Priorities, as follows:

9.7.1 Gender Equality, Disability and Social Inclusion (GEDSI)

The PHWP seeks to maximise the leadership and participation of women and girls, people with disabilities, youth and other marginalised groups across all program activities and phases.

For the Scope of Works under this Project, supporting this Priority may include:

- Targeted hiring of women, people with disability, and/or young people.
- Deliberate effort to ensure a safe and accessible workplace for women, people with disability, and/or young people.
- Targeted engagement with suppliers that are owned and led by women, people with disability, and/or young people.
- Implementing GEDSI specific initiatives, such as context-appropriate GEDSI Awareness workshops.

9.7.2 Local Content and Locally Led Development (“Localisation”)

This Priority addresses two aspects of Localisation, both of which support strengthening of community ownership and long-term asset management of the built infrastructure.

Local Content: Consideration of economic value generated across the project life cycle, for example use and development of local resources through its supply chain, creating jobs, business opportunities and multiplier effects for local, national and regional economies.

Locally Led Development: Recognition and strengthening of national actors' leadership in humanitarian action to better meet community needs, by ensuring development is informed and led by affected local actors.

Note, “local” in this EOI refers to belonging to a Pacific Island country.

For the Scope of Works under this Project, supporting this Priority may include:

- Targeted hiring of local people.
- Targeted engagement with local businesses and/or suppliers.
- Strategic procurement of locally sourced materials.
- Strategic procurement of materials and/or products that can be readily maintained and serviced locally.

9.7.3 Green Humanitarian Action (“Greening”)

The PHWP intends, through all program activities and phases, to encompass actions and strategies to reduce environmental impact and increase climate resilience.

For the Scope of Works under this Project, supporting this Priority may include:

- Strategic sourcing of materials with respect to end-of-life impacts, i.e. likely longevity and replacement options, type of waste generated and/or re-use value.
- Strategic waste management, such as deliberate, informed sorting, disposal and recycling practices.
- Targeted reduction of waste material volume, such as resulting from off cuts, temporary works methods, packaging.
- Targeted efficiency in fuel use and emissions resulting from plant, equipment and transport vehicle type and distance.