Request for Proposals

Brief Project Overview

The U.S. Department of Defense, in partnership with the Embassy of the United States of America (USG) in Kinshasa, DRC, requests proposals for the preparation and installation of a modular structure to be used as an office in Lubumbashi, DRC.

Background

The Embassy of the United States of America in Kinshasa, DRC supports substantial HIV and TB control projects in the DRC funded by the Department of State’s “U.S. President’s Emergency Plan for AIDS Relief” (PEPFAR). These activities target areas of high HIV burden, including Haut-Katanga Province. At present, there are limited USG personnel in Haut-Katanga, which constrains the USG’s ability to effectively implement and oversee HIV and TB programs in the province. The University of Lubumbashi owns the Training Hospital (Cliniques Universitaires de Lubumbashi) located in Lubumbashi at 107, Munongo Street. The Government of the DRC intends that the USG will identify a site at this location no larger than 4, 20-foot containers to be used as a modular office facility.

Scope of Work & Deliverables

A bidding company will provide the following:

- Work with the Government of the DRC to:
  - Identify appropriate and sufficient space, 100 feet from the nearest roads on the grounds of the Lubumbashi University Training Hospital
  - Prepare the space for the placement of the modular office facility (e.g. leveling the ground, clearing obstructions, laying a concrete pad or other foundation)
  - Ensure all utility connections (electric, water, sewage) are fully functional and run to the border of the proposed footprint of the USG modular office facilities
- Design, provision, transport and installation of the modular office facilities in the designated space on the grounds of the Lubumbashi University Training Hospital, and any costs associated with the installation
- Design and additional furnishing or modification of the modular office facility in line with the needs of the USG

Timeline

1. Requests for proposals are requested by no later than 22 December, 2017.
2. The selection time will took 1 month, vendor identified by January 22, 2018
3. And the estimated time for execution have to be within 3 months, Office ready by April 22, 2018

Technical Requirements
• 3-4 containers or other type of pre-fabricated office that would fit in the space of about 21 by 20 meters (see attached picture below)
• 10 workstation (within cubicles) + one separate office
• 1 conference Room (~15-20 persons)
• Toilet(2)
• Kitchen space(1)
• Server room and space for printer/scanner
• Preparation of the site where containers will sit;
• Internal electrical fittings
• Internal plumbing fittings per drawing
• AC (about 4 by modular)
• Electrical power skirting
• Generator(for 10 computer/2 printers/scanner/light /5-7AC)
• Health and safely on site
• Supply and connection to external services I.e. Plumbing, electrical, sewage.
• Soft and hard furniture

Principal Point of Contact

Margo Sloan

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Budget

$650,000 USD

Picture