

Schedule No.6

Invitation to Submit a Bid No. PAH/Yemen/Tender/2026/01

Polska Akcja Humanitarna, hereinafter PAH, known under the English translation Polish Humanitarian Action, with its registered office at Al. Solidarnosci 78a, Warsaw, Poland, entered into the National Court Register under KRS No. 136833, with a Country office in Yemen, Aden, hereinafter referred to as the Investor, plans to execute a tender for construction and installation of Weather Station and Early Warning System for its project location in Marib governorate.

TYPE OF CONTRACT

The aim of this procurement is strengthening community resilience against floods and climate-related hazards in Marib City and AlWadi District, PAH is establishing a Weather Monitoring and Early Warning System.

The winning tender(s) will be required to enter into a Work Contract with PAH to provide the abovementioned work.

This procurement is funded by European Union (EU). It remains unaffected by any recent suspensions of funds and will proceed as planned.

This tender also aims to prequalify suppliers (where applicable) for inclusion in the PAH Supplier Database for future similar procurements and tenders.

PAH reserves the right to contract one or more companies in order to ensure completion within the required lead time, and to mitigate any associated risks.

- **Tender stages:**

Stage 1 – Prequalification:

Bidders will be evaluated based on the Formal and Minimum eligibility criteria. Only bidders meeting these requirements will proceed to the next stage.

Stage 2 – Financial Submission:

Qualified suppliers will receive the detailed BoQs and specifications via email and will be given a defined timeline to submit their financial offers. Then offer will be evaluated based on Selection Criteria (Qualitative Criteria).

Note: Detailed technical specifications will be shared exclusively with shortlisted qualified suppliers in stage 2 of tender after signing a Non-Disclosure Agreement.

1. Conditions for Participation in Tender:

Only companies that meet the following conditions may participate in this tender:

- a. Those entitled to carry out business activities, in compliance with the legal rules and regulations of Yemen, and who possess the necessary permissions or licenses required to carry out their business activities.
- b. Those possessing the experience, knowledge and technical potential, as well as the personnel necessary to deliver the order.
- c. Those with their office in the territory of Yemen.
- d. Those whose financial and economic conditions guarantee the delivery of the order.
- e. Partial bids, bids to be executed in a consortium or in a partnership between two or more entities are permitted, under the condition that none of these entities submits a separate bid for

the independent execution of part or all of the contract under this announcement.

- f. Those not subject to exclusion from the tender procedure for the reasons set forth in the attached Tenderer's Statement – Schedule 8.
- g. Payment terms will only be accepted through bank transfer.
- h. Bidder must accept that invoice settlement should be 30 days credit.

2. Formal Criteria of Tender Documents:

- 2.1. The indispensable documents that must be attached to the Bid Submission Form, in order for it to be considered valid, are:
 - a. Submission of the standard documentation for Admin Check and Due Diligence such as Valid Registration Card with activity of Construction involving civil, mechanical, or electrical works from IRG controlled area, Confirmation of the office legally settled in the IRG-controlled area with supporting documents.
 - b. Valid Tax Clearance Card.
 - c. Power of attorney or any other document that grants the power to represent the Company and to assume financial obligations on behalf of the company.
 - d. Schedule 8 Tenderer's Statement filled, signed and stamped by the bidder>
 - e. Schedule 25, at least two references confirming recent experience in performing any of Construction, civil, mechanical, or electrical works.All of the above jointly referred as "Tender Documents".
- 2.2. All blank spaces in the Tender Documents must be filled in by the company submitting the bid. Erasing or omitting is not permitted.
- 2.3. All Tender Documents, where required, must be sealed and signed by an authorized representative of the company, and the certificate of such authorization must be attached to the bid (in accordance with Clause 2.1(e)).
- 2.4. No Tender Document is to be copied. Any Tender Document will be considered private and confidential.
- 2.5. Tender Documents may be amended or withdrawn until the deadline for the submission of bids. The amendment thereof can only be done in the same form as stated in the Bid Submission Form, while withdrawal at any written form indicating the Bid, however both amendment and withdrawal must clearly state in the email title either AMENDMENT or WITHDRAWAL. Applications for the amendment or withdrawal of bids received after the deadline or without WITHDRAWAL or AMENDMENT in the email title will not be taken into consideration. Whenever a bid has been withdrawn before the closing date and time, such bid will remain unopened. If any tender document was withdrawn or amended after the deadline, such amendment or withdrawal will be considered invalid.
- 2.6. The English language shall be the point of reference in case of any ambiguity or lack of clarity.
- 2.7. Preference will be given to the use of ecological materials and components that minimize environmental pollution and comply with ecological standards.

3. Minimum Requirement

This stage will determine whether the tender that has been submitted meets the minimum requirement. Only those tenders meeting the minimum requirement will go forward to the second phase of the evaluation.

- a. Company profile highlights relevant experience in Construction involving civil, mechanical, or electrical works.
- b. Working experience with INGOs in Marib (bidder to submit of previous work experience contracts).
- c. Must have 2 contracts in construction civil, mechanical, or electrical works (Filled in schedule 25) the value of the one contract must be not less than 40000 USD.

4. Selection Criteria (Qualitative Criteria) , this will be for stage 2 of the tender:

4.1. Evaluation points will be awarded based on the following criteria:

- a. A comprehensive and clear breakdown of prices must be shown as part of the financial offer. Price offered will be evaluated on full cost basis (including all fees and taxes).

Price breakdown: The bid with the lowest price will receive the maximum score for the cost criterion. All other bids will be scored proportionally based on their price relative to the lowest bid = (50 Points)

- b. Evaluation will consider timeframe for the supplier to complete the delivery. This will depend on the quality of the work plan submitted.
- c. Evaluation will consider the quality of the specifications.
- d. The evaluation will assess the bidder's past experience in implementing number of contracts in Construction involving civil, mechanical, or electrical works in INGOs, considering the scope, complexity, and scale of previous work. Supporting documents, such as contracts ..
- e. The evaluation will take into account the bidder's plan for involving the local community near the project site. Higher scores will be given for greater local workforce participation. Bidders should outline their approach, including projected local employment percentages and any community engagement efforts.
- f. The evaluation will assess the bidder's proposed waste management approach based on its effectiveness, environmental sustainability, and compliance with regulations. The plan should outline waste segregation, disposal, recycling, and hazardous waste handling while demonstrating efforts to minimize environmental impact and ensure site cleanliness and safety.

- 4.2. PAH retains the authority to revise its selection of the successful tenderer in cases where contract negotiation or finalization is unreasonably protracted. Additionally, PAH reserves the right to terminate the tender process at any point before the contract is signed.

5. Requirements for Bid Submission:

- 5.1. The bid should include comprehensive subject matter and should be drawn-up in accordance with the following terms and conditions:
- a. All required Tender Documents can be obtained by visiting <https://yemenhr.com/tenders> 11/02/2026 to 24/02/2026.
 - b. The bids of interested companies and all required Tender Documents to be delivered in the following ways:
 - Electronically to Tenders.yemen@pah.org.pl; and in the subject field state:
 - PAH/Yemen/2026/01 tender for Weather Station and Early Warning System.
 - Name of your firm with the title of the attachment.
 - Number of emails that are sent e.g., 1 of 3, 2 of 3, 3 of 3.
 - c. **The deadline for submission is 24th February 2026 by 4:00 PM local time**
 - d. The bid should be prepared on the form that it is obtained.
 - e. The bid should be prepared in English language.
 - f. The bid should state the gross amount in the USD currency.
- 5.2. The Investor shall in no case cover any expenses incurred while preparing the bid, irrespective of the outcome of the tender procedure (also in case of the cancellation of the tender procedure or a delay in bid acceptance).
- 5.3. Bids submitted upon expiration of the submission date and time shall not be considered.
- 5.4. Clarification and Query handling

PAH has taken care to be as clear as possible in the language and terms it has used in compiling this Invitation to Submit a Bid. PAH will not accept responsibility for any misunderstanding of this document or any others relating to this tender.

Requests for additional information or clarifications can be made up to 5 working days before the deadline, and no later. Any queries about this Invitation to Submit a Bid should be addressed in writing to PAH via email to offers.yem@pah.org.pl and answers shall be collated and to the qualified shortlisted suppliers via email.

6. Bid Acceptance:

- 6.1. Bids will be opened after the deadline for bid submission. The criteria for bid acceptance are as explained in clause 2 & 3.
- 6.2. The bid process will be comprised of two stages. Initially, the first stage will involve the evaluation of the bids with regard to Formal Criteria, Minimum Requirement and completeness of selection qualified suppliers. Candidates whose bids were not rejected at either of those stages will receive a specification of the Weather Station and Early Warning System and take part in the negotiations and submit their financial and technical offer. Candidates not invited to take part in the negotiations will receive a Letter of Rejection or email rejection at the last stage of the tender evaluation.
- 6.3. The winning bid shall be chosen by the Investor within 10 working days after the opening of bids.

7. Notice of Invalidation of Tender rejection at Bid:

- 7.1. Only bids fulfilling the criteria set forth in Clause 1 (Conditions for Participation in Tender), Clause 2 (Formal Criteria of Tender Documents), Clause 3 (Minimum Requirement) and Clause 4 (Requirements for Bid Submission) of this document will be considered eligible for tender. Non-conformity with such clauses may result in bid rejection.
- 7.2. Other reasons for the invalidation of the tender or rejection of the bid are:
- a) The Investor shall decline any bid of a firm or cancel the contract if it finds out that the firm used corrupt, fraudulent, collusive or coercive practices.
 - b) The Investor shall exclude from the procedure companies that do not conform to the tender requirements or if it is found that materials received of importance for the tender procedure are untrue.
- 7.3. The Investor reserves the right to invalidate the tender at any stage, without further explanation.

8. Annexes to the Notice:

The Annexes to this Invitation to Submit a Bid are as follows:

- a) Bid Submission Form – Schedule 7.
- b) Work of Similar Nature – Schedule 25.
- c) Tenderer Statement – Schedule 8.

9. Winning Tenderer:

- 9.1. If awarded the tender, the bidder must sign the contract prepared by PAH within five working days. Failure to do so may result in the bid being rejected.
- 9.2. The bid is valid until the final selection is made by the Tender Commission.

10. Right to Appeal:

The Tenderer has a right to file a written appeal to the Chairperson of the Tender Commission regarding a breach of the tender procedure. The appeal may be filed within 4 days to the Country Director of Yemen Country Program via email address: cd.yemen@pah.org.pl or personally after recognition of such breach, but not later than 4 days after receiving a Letter of Rejection, if applicable.

Signature: _____

Country Director, PAH Yemen

Date: 11 February 2026