



PQ-ITB-2017-61- Addendum No. 1 - dated 22 March 2017

**Addendum No.1**

**PQ-ITB-2017-61: Invitation to pre-qualify to bid for construction of the Hebron courthouse facility – Hebron**

**Issue Date: 8 March 2017**

**Closing Date and time:**

- **For Hard Copy Submittal: No later than 3:00 p.m. (Jerusalem local time) on 30 March 2017.**
- **For Electronic Submittal: No later than 30 March 2017 (by midnight, Jerusalem local time).**

Dear Applicants,

This correspondence pertaining to the above-mentioned project should be considered as an integral part of the PQ documents. Below please find the UNDP/PAPP clarifications and an official reply to all inquiries raised by interested applicants.

The following clarifications are considered as Addendum No. 1 to the request to pre-qualify, which shall be deemed to be read as part of the PQ document:

**Request for Clarification #1**

Concerning the required information from the financial statements of the two recent years, we would like to inquire about the possibility of using information from the years 2015 and 2014, since our 2016 audited financial statement has not been issued yet by our auditor.

**Answer # 1**

**If their “2016 audited financial statement” is not ready yet, we accept the applicants to provide us with their 2015 audited financial report instead. So, either the applicants submit the 2014 & 2015 auditor reports or the 2015 & 2016 ones as available.**

**Request for Clarification #2**

Concerning the required civil structural engineer and IT engineer, what would be their typical duties?

**Answer # 2**

As part of the contractor' project team/key personnel, their typical duties (Roles and Responsibilities), include, but not limited to, the following:

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- **Civil-Structural Engineer**

- Supervise construction;
- Ensure quality of workmanship
- Ensure that the shop drawings are according to the plans and specifications
- Ensure that all structural components / structural members are safe against all loads and stresses.
- Monitoring and inspection of the foundation works, reinforced Concrete structural members, steel works, concreting and form works, etc.
- Ensuring that all structural components were installed, checked and approved prior to concreting/removal of forms and scaffoldings.
- Ensures the most current design document is used to complete the work and that all design changes are approved prior to implementation.
- When needed, provide drafting and design support to the UNDP Engineers and consulting engineers with an emphasis on details/designs that are constructible, presentable, accurately cross referenced, have a high degree of readability and contrast, simple to follow and understand.
- Ensuring that regular Quality Control and Testing of Materials and Concrete are done according to standards.
- Inspection of properties to check conditions/foundations
- Providing advice on selecting appropriate construction materials; monitor the provision of materials;
- Providing structural technical advice to the Construction Team as needed; liaise and work jointly with the design team (consulting engineers) and UNDP Engineers to implement refinements;
- Plan and recommend structural procedures to be implemented by the contractor' implementation teams to ensure construction operations are within requirements of engineering design and specifications.
- If and When needed, find solutions in coordination with the UNDP and design engineers to overcome unforeseen construction difficulties;
- Deal skillfully with a diverse range of people including clients, architects, other engineering professionals, sub-contractors and members of the public
- Communicate effectively in all appropriate forms of correspondence for tasks related to the project

- **IT Engineer**

- Ensure that all IT related systems are installed properly according to plans and specifications
- Ensure all security Systems are installed according to Plans and Specifications
- Review Network Documentations and systems according to regulatory and security standards
- Testing all IT systems and equipment.
- Providing Technical Advice during the implementation and Commissioning

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Request for Clarification #3

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Kindly clarify whether we can submit the PQ in multiple e-mails or if we can upload it on the web?

### Answer # 3

**For Electronic submissions, it is already explained in the PQ document that bidders could submit the PQ application divided into multiple e-mails as needed (but with each email not exceeding 10 MB in size). There is no possibility to upload it on the web.**

Interested bidders shall acknowledge receipt of this addendum by returning/including it, signed and stamped, with their PQ applications.

For your kind attention and reference,

**Khaled Shahwan**

Deputy Special Representative  
(Operations) – UNDP/PAPP



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