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9th November 2017

**Second Pre Proposal Minutes Meeting for GCF SAM 001/17- Consultancy services for the
Provision of a Review Assessment of the Interdependence of Flood Mitigation Options for the
Vaisigano River Catchment in Samoa**

Date of Meeting:	26 th October 2018.
Net Conference:	Through Skype
Attendees from UNDP:	Procurement Specialist / Environmental Specialist

Attendees from Bidders:.

No.	Name of Company	Names of Representatives
1	BMT WBM - Australia	Carrie Dearnley
2	Water Technology - Australia	Sachi Canning
3	Tonkin & Taylor International Limited – New Zealand	David Leong
4	GWP Consultants LLP - UK	Marc Girona-Mata
5	HYDROC GmbH	Juan Fernandez

Introduction:

In this second Pre-Proposal meeting a brief on the Terms of Reference was presented. In addition to that a presentation was given on the tender document and required documentation to be submitted that was also presented in the first pre-proposal meeting.

Questions from Bidders and Answers from UNDP:

Question 1: Does UNDP foresee or anticipate further surveying will need to be undertaken as part of the proposed works.

Answer 1: No additional surveying is anticipated to be required, survey data is largely available for the study area. The consultancy firm will be expected to review the relevant information based on previous work and identify within their proposal why any additional surveying should be undertaken as necessary.

Question 2: One of the Bidders has suggested the possibility of modelling a 100 ARI year rainfall event with a 100 ARI year storm surge event (instead of / in addition to a 20 year ARI storm surge event).

Answer 2: as long as this decision is appropriately justified within the proposal, it is fine to add the suggested model scenario (100 year ARI rainfall event + 100 year ARI storm surge); however, the model scenario suggested by UNDP (i.e. 100 ARI year rainfall event + 20 year ARI storm surge event) is also to be modelled.

Question 3: Will a detailed design drawings, bills of quantities and cost estimates for the proposed flood mitigation infrastructure will be made available to the Bidders, as this information is considered relevant in terms of the Multi Criteria Analysis.

Answer 3: While the consultancy firm will have access to detailed design drawings for the infrastructure proposed in Segment 1 of the Vaisigano Catchment and possibly

outline/detailed drawings for the proposed infrastructure in Segments 2 to 4, bills of quantities and cost estimates will not be made available. Instead, these will need to be derived by the consultancy firm, based upon the drawings provided and their experience in undertaking activities of this nature in the past.

Question 4: We would like to have more information about the data availability in the catchment, especially concerning the drainage system.

Answer 4: There has been significant data previously collected on the catchment and this is held by the Land and Transport Authority as well as contained in previously published reports. The consultancy firm should undertake due diligence on past reports. The consultancy firm will be provided all available data as part of the consultancy. The consultancy firm should provide, based on their due diligence, an overview of any additional data that may be required to complete the study and include this in their proposal.

Question 5: What is the relationship between the current study and the ABD-led feasibility study of a multi-purpose reservoir in the catchment, noting that the ToR for the current study also includes assessment of “the performance and feasibility of the proposed flood detention dam in the upper reservoir”? Are the two proposed reservoirs one and the same? If so, please explain the apparent overlap/duplication.

Answer 5: For the purpose of the current proposal, none. The ADB is undertaking an assessment of a proposed reservoir as will the UNDP as part of the GCF funding and this is a separate component of work. The current work is based on that currently undertaken and proposed including but not limited to the replacement of the Lelata and Leonie Bridges and the installation of river works from segments 2 to 4.

Question 6: What information is there on the existing stormwater reticulation systems, e.g. in terms of pipe sizes, invert elevations and the like?

Answer 6: The Land and Transport Authority and other Government of Samoa Ministries and Agencies will provide this information to the successful bidder. Further, there is information in the public domain as to the existing systems and the consultancy firm should undertake due diligence with respect to this in the preparation of their proposal.

Questions 7: Is the security bond required?

Answer 7: no a security bond is not required but a performance security shall be required from the successful bidder in the amount of 10% of the contract amount.

Question 8: If there will be a requirement for an additional survey, will contract variations be accepted?

Answer 8: Bidders are required to provide a quote for all required services mentioned in the Terms of Reference, any additional required services shall require an amendment to the contract, therefore it is very important to provide a detailed breakdown of costs.

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