



BIDDER'S CONFERENCE – MINUTES OF MEETING

Reference:

RFP/UNDP/BRG/022/2017

Provision of Ground Water Level Monitoring Tool in Riau, Jambi, South Sumatera, West Kalimantan, Central Kalimantan and South Kalimantan Provinces for Peatland Restoration Agency

Time & Venue:

Monday, 13th November 2017; 14.00 – 16.00 Jakarta Time [GMT + 7 hours]

Venue: Nias Room, 7th floor, Menara Thamrin Kav. 3, Jakarta 10250

Closing Date and Time:

Tuesday, 21st November 2017 COB Jakarta Local Time 17.00

TO ALL INTERESTED BIDDERS

Here below are Minutes of Meeting regarding the above assignment:

Part	Introduction and Guidance
I	<p>Bid conference was opened with following agenda:</p> <ol style="list-style-type: none">1. Explanation on RFP document – administrative issue (closing date, submission form & method, delivery place for submitting offer, contract award, etc.).2. Explanation on the Term of Reference (TOR).3. Explanation on the Submission Forms4. Q & A <p>Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP website for any update/amendment to this tender document</p>

Part	No	Question and Answer	
II	1	Q	Is it allowed to ask the Advance Payment?
		A	As per stated in the tender document, it is not allowed to ask the Advance Payment
	2	Q	How is the mechanism to pass the technical proposal?
		A	<p>The evaluation is using Combined Scoring Method (distribution for technical (70%) and financial proposals (30%)), respectively as below:</p> <p>Technical Proposal</p> <ul style="list-style-type: none"> - Expertise of the Firm (10 points) - Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan (60 points) - Management Structure and Qualification of Key Personnel (10 points) - Presentation will be applied for bidder(s) with minimum technical score of 70% out of 80 points (20 points) <p><u>Technically qualified is considered a proposal that scores minimum 70% of the total technical points.</u></p>
	3	Q	Related to the BMKG Certification, if the vendor does not have BMKG certification, can the bidder use another certification, for example, Sucofindo Certification?
		A	As stated in the tender document, all the sensor equipment must have BMKG certification or pass trial in BRG (Peatland Restoration Agency)
	4	Q	Related to the sensor, it is mandatory to use <i>pressure</i> or not?
		A	Yes, it is mandatory to use <i>pressure</i> type for the sensor
	5	Q	Related to the data logger and transmission, it is stated that the tools should send the data by using 3G,4G, LTE, GPRS. Is it allowed if the tools only can send by one of them?
		A	Minimum in GPRS and 3G
	6	Q	For the SLA, it is stated 2 x 24 hours, is it for working days or calendar days?
		A	Calendar days
	7	Q	Please provide the deepest installation of the galvanize pipe for each location to allow the monitoring tool works properly in accordance to the requirement. Also, to avoid any damage/disruption/dis-function of the tool.
		A	BRG does not specify maximum depth of the sensor and main pole. In general, based on the existing GWL equipment, the depth for the water level sensor is about 4 m (or just fit one PVC pipe. Note that some part of the pipe - about 50-75cm - must be above the ground). Whilst the depth of the main pole is about 6 m (or fit to one steel pipe), note that the pole must reach the mineral soil layer down below the peat layer that are range from 3-4m from the ground
	8	Q	Please provide the detail location (sub district/village/or any clue that point out the nearest location (by 50 to 200 m) of the installation point
		A	Refer to the updated Part III Amendment to the RFP this MoM
	9	Q	Does each of the sensor need the supporting letter for the installation?
		A	Yes, please provide the supporting letter for each part of the installation since it is needed to anticipate the upcoming urgency case.
	10	Q	Does UNDP has determined the brand for this tool?
		A	Any brand can be accepted as long as in line with the requirements

	11	Q	How long does the maintenance need?
		A	2 years as per stated in the tender document
	12	Q	For the delivery time, it should be on 31 Dec 2017?
		A	If there is no other changes request, then the delivery is still on 31 Dec 2017
	13	Q	Is it needed to use Bank Guarantee?
		A	No need to use any Bank Guarantee
	14	Q	Is it needed to provide the reference letter from the bank to do this provision of Ground Water Level?
		A	No need to provide any reference letter from the bank
	15	Q	Please provide the accessibility of each location to allow bidders in estimating their price proposal e.g. whether the location can be reach by road/boat/any mode of transportation
		A	Refer to the updated Part III Amendment to the RFP this MoM
Part	Amendment to the RFP		
III	<p>The Additional Information in Section 3: Terms of Reference (ToR) is now amended to add point 5 as follows:</p> <p>5. Detail Location for GWL Installation (as attached)</p>		

Jakarta, 15 November 2017