

Pre-Bid Meeting on INVITATION TO BID

Ref: UNDP/ITB/04/2017

For

Supply and delivery of Non-Food Items (household start-up package) in 7 (Seven) Districts of Nepal.

Day and Date : Wednesday, 22 November 2017

Time : 2:30 PM (Nepal Standard Time)

Venue : UN Meeting Room, UN House Pulchowk, Lalitpur, Nepal

Following participants from the bidders as well as officials from UNDP were present:

S.No.	Participant's Name	Organizations/Firms
1	Saroj Dongal	Munsar Global Link, Nepal
2	Bobin Mandhar	Smart Power Pvt. Ltd, Nepal
3	Ravi Agra	Krishna Cop., Nepal
4	Dilip Kr. Jha	Krishna Cop., Nepal
5	Jayna Nyachyon	Him Trade Link, Nepal
6	Bishal Shrestha	SBD Trade Nepal Pvt Ltd, Nepal
7	Mukesh Shrestha	EGI International, Nepal
8	Binod Mahato	Reliance Supply support Intl, Nepal
9	Prakash kapari	Buddha Enterprises, Nepal
10	Kanchan K.C	Buddha Enterprises, Nepal
11	K. P. Chaulagain	Facility Management Pvt. Ltd, Nepal
12	Mahesh Agrwal	Husk Power Nepal, Nepal
13	Manoj Kumar Gupta	Husk Power Nepal, Nepal
14	Nirmal Pant	Husk Power Nepal, Nepal
15	Anil Bajracharya	Supply Nepal, Nepal
16	Deepak Kumar Jaiswal	Birgunj Agro & Gneral Supplies, Nepal
17	Rajesh Adhikari	A. K. supplies, Nepal
18	Vikash sharma	Birgunj Agro & General Supplies, Nepal
19	Suraj Wagle	Kalpana Enterprises, Nepal
20	Suman Subedi	Kalpana Enterprises, Nepal
21	Suman Sharma	Met Group Pvt. Ltd., Nepal
22	Indra Muni Shakya	Intred Traders, Nepal
23	Deepak kr Yadav	Thankar Multiple Concern Pvt. Ltd., Nepal

S.No.	Participant's Name	Organizations
1	Seeta Giri	UNDP, Nepal
2	Dharma Swarnakar	UNDP, Nepal
3	Deepak Shrestha	UNDP, Nepal
4	Shailendra Thakali	Post Flood Recovery Advisor, UNDP
5	Mani Tamang	UNDP, Nepal
6	Suman Manandhar	UNDP, Nepal
7	Rajendra Lakhe	UNDP, Nepal

The meeting started with a briefing of the need for timely submission with proper sealing and marking and obtaining bid submission receipt from UNDP upon hard copy submission **at the UNDP Reception, UN House, Pulchowk, Lalitpur, Nepal.**



It was also informed that the minutes of the pre-bid meeting would be uploaded in the UNDP Procurement website and that UNDP will not respond to any queries received after the pre-bid meeting.

There was also a briefing about the technical aspect of the intended services and importance of completion of the project within the stipulated time.

The discussion that followed addressed queries raised by participants in person and those received via e-mail messages. The following table shows the queries raised and responses provided:





Query 1:	What is the composition of wool and other materials in woolen Shawls?
Response 1:	The woolen shawl should be >300-grm; 80% wool and 20% cotton; 4 ft x 6 ft, and single light color
Query 2:	What is the composition of wool and other materials in woolen Blanket.
Response 2:	Blanket should be >2 kg; 60 inc X 90 inc; 60% wool and 40% other
Query 3:	Specification of HD Foam is not clear. Please clarify.
Response 3:	Not REQUIRED (This item has been removed)
Query 4:	Do you also need Cover for Plastic Water Bucket?
Response 4:	Food Grade 20 lit Water bucket with cover and print (Logo); minimum >600-grm
Query 5:	Any certification required for the Insecticide treated bed net?
Response 5:	The bed net should have non-health hazard certification from manufacturer.
Query 6:	Specification of Clean Cooking Stove needs to be clear.
Response 6:	Detail specification is attached as attachment-3
Query 7:	The specification of Clay filter is not clear. Given the quantity required, can suppliers have multiple options, not only that made of clay to ensure smooth supply
Response 7:	Please read the specification as follows: WHO certified; 10-11 lit top and 10-11 lit bottom, ceramic candle (7000 lt filter); food grade standard
Query 8:	The required weight of the Bathing Soap and Washing Soap indicated in the document may not be available. Can you specify a range instead?
Response 8:	Weight of the bathing - 100 – 125 gms Weight of the washing soap - 130 – 200 gms
Query 9:	Can you allow vendors to bid for partial requirements based on their areas of specialization?
Response 9:	Vendors are expected to supply and deliver as per the requirements specified in the ITB document.
Others	
Typo on page no 30	Quantity on indicated under i.c. should be read as 3,500 sets
Bidders are requested to submit their bids as per revised specification attached herewith as Attachments – 1, 2 and 3 The other terms and conditions remain unchanged.	

BID SUBMISSION: THE DATE OF BID SUBMISSION HAS BEEN EXTENDED TO 1ST DECEMBER 2017 12:30 PM

BID OPENING DATE AND TIME: 1ST DECEMBER 2017 @ 2:30 PM

VENUE: UN HOUSE, PULCHOWK

Item 4: water purification supplies for 2 months and hygiene kit				
i. Water filter	WHO certified, ceramic candle (7000 lit filter); food grade standard; 10-11 lit top and 10-11 lit bottom; logo sticker	3500		
ii Hygiene Kit	bathing soap, washing soap, soap case, towel, comb, tooth brush, tooth paste, undergarments, sanitary pad, nail cutter – see attachment 2 for details	3500		
Sub-total (Item 4)				
Grand Total				
<p>1. The contractor is responsible for delivering goods in various sites in each district. The cost of transportation therefore is to be built in for delivering in approximately 15 sites per district.</p> <p>2. The packaging requirement is also to be built in the costing. Filter and stove should be delivered individually; the remaining items can be packaged in one cartoon box with visibility logo and a list of contains in the box.</p>				

Supply and delivery of Non-Food items (household start-up package) in 7 (Seven) Districts of Nepal.
Post Flood Early Recovery in Tarai Region of Nepal
Specification of the NFI Package

Attachment -1

Description	Specifications	Quantity Per Districts	Unit Price in (Currency)	Total Cost in (currency)
Item 1: Household sized non-food item kit (1 set)				
Shawl - 2 Pcs	size: 4ft X 6ft; 80% wool and 20% cotton; > 300 gm; single light colour	7000		
Blanket – 2 Pcs	size: 60 inch X 90 inch; 60% wool and 40% other; >2 kg	7000		
Plastic water bucket with cover – 1 Pc	20 lit, >600 gm; food grade standard with logo printed	3500		
Plastic mug – 1 Pc	1 lit	3500		
cooking utensils – 1 set				
i. a. Aluminium pots with cover (1 Pcs)	A-Class Dekchi Aluminium/rust proof Inner dia. 225; inner depth 105; 350 gm weight; 2 mm thickness cover: aluminium/rust proof; Inner dia. 225; 150 gm weight; 1.2 mm thickness	3500		
i. b. Aluminium pots (1 Pcs)	B-Class Dekchi Aluminium/rust proof Inner dia. 170; inner depth 83; 180 gm weight; 1 mm thickness	3500		
i. c. Aluminium pots (1 Pcs)	C-Class Dekchi Aluminium/rust proof Inner dia. 160; inner depth 75; 175 gm weight; 0.7 mm thickness	3500		
ii. Dinner plate (3 Pcs)	stainless steel/ rust proof; inner dia. 280/220; inner depth 32; 205 gm weight (total weight=205X3=615 gm)	10500		
iii. Cups with hem (2 Pcs)	stainless steel/ rust proof; inner dia. 90; inner depth 36; weight 75x2=150 gm; 1.2 mm thickness	7000		
iv. Serving spoon (2 Pcs)	stainless steel/ rust proof; weight 105X2 = 210 gm	7000		
Item 2: Long lasting insecticide treated bed net (2pcs)	Rectangular mosquito net, polyethylene 130-150 DENIER, treated with WHOPEs recommended insecticide, colour white/blue/green, dimensions 190 x 180 x 150 cm (length x width x height) +/-5%; non-health hazard certified	7000		
Item 3: Clean Cook Stove (1 Pc)				
Clean Cook Stove (1 Pc)	portable, chimneyless stove, metallic body; uses fuel wood/cattle dung cake (fuel efficient); stove outer diameter- 10 Inch; >7 kg with metallic visibility tag – see attachment 3 for details	3500		
Sub-total (Item 3)				



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Hygiene Kit

Attachment- 2

S.N.	Item Descriptions	Specification	Qty in set	Unit	Unit Price in (Currency)	Total Cost in (currency)
1	Cotton Towel	100% Cotton; 20 W x 40 L inches	2	No.		
2	Bathing Soap	100 - 125gm; 1.20' h x 3.5' w x 2.5' l; 100% germ protection; Sealed/packed in plastic wrap	4	No.		
3	Washing soap (clothes)	130 - 200 gm; Sealed/packed in plastic wrap	4	No.		
4	Soap Case (Transparent)	plastic; transparent	1	No.		
5	Tooth Brush - Children up to 13 yrs	Soft bristles; Shaped to fit in children's mouth; easy to hold	4	No.		
6	Tooth Brush - For Adults	Soft bristles; Shaped to fit; easy to hold	2	No.		
7	Toothpaste	80gsm; minimum 1 year shelf life	2	No.		
8	Combs for Hair (Adults)	plastic; 18 cm length	2	No.		
10	Poplin Cloth ()	Pure cotton; off white; Length: 2 meter, Breadth: 54" (5-7%, plus/minus) No of pcs: 6 (2 meters cut into 6 pieces); washable sanitary cloth	2	meters		
11	Underwear (Ladies up to 13 years)	100% cotton; medium size	2	No.		
12	Nail Cutter	stainless steel; small (1) and medium size (1)	2	No.		
14	Hygiene Kit Bag Cellophane	plastic; Size: 13" x 16" x 6"; Seal on top to close; visible logo of UNDP and Government of China and Kit's name in single colour	1	No.		
	Grand Total					

Attachment -3

Technical Specifications of Stove

The bidder must furnish documentary evidence in the form of literature (catalogue) along with fully finished packaged sample product, certified dimensional drawings, and detailed description of goods with essential technical information. All data, drawings, catalogues and other technical documents shall be bound separately from the Bid documents.

Key Features:

Stove Type	:	Portable, Chimneyless stove (natural draft)
Pot hole	:	One
Material	:	Metallic Body
Fuel	:	Fuel wood

Technical Parameters:

SN	Description	Technical Specifications
A. Mandatory Performance Parameters		
1	High Power Thermal Efficiency	≥ 25% (NIBC, 2016 requirement)
2	Total Emission: High Power PM 2.5	≤ 513 mg/MJd (NIBC, 2016 requirement)
3	Total Emission: High Power CO	≤ 10 g/MJd (NIBC, 2016 requirement)
B. Others		
4	Stove outer diameter	Should be 10 Inch ± 10%
5	Safety Performance	As per NIBC, 2016 requirement
6	Durability Conformity	As per NIBC, 2016 requirement
7	Warranty	1 Year replacement warranty
8	Stove operation leaflet	Brief information in Devanagari script (preferred) or English or self-explanatory pictorial messages
9	Product Introductory Test Certification	The bidder can submit the test Product Introductory Test (PIT) certificate in either of the following method: 1. Submit RETS certificate with the bid. 2. Submit the RETS certificate within 30 days from the date of Signing of Contract. However, it will be responsibility of bidder to get the product tested and certified from RETS within the deadline and if the product fails to comply the NIBC-2016 requirement, the bid will be rejected and bidder will be levied penalty as per PPA/PPR.
10	Random Sampling Test	It will be the responsibility of the bidder to conduct the Random Sample Test (RST) of ICS from RETS. The sample would be about 1% (one percent) of the total population.
11	Product finishing	The product should have unique serial number in permanent tag and duly heat resistant painted in its whole outer body including top plate & grate with at least cartoon box full finished packaging.
12	Weight	> 7 kg

[Handwritten signatures and initials]