

Minutes of pre-tender conference for the tender 178-2017-ITB-UNDP-CR “Renovation of Civil Registration Office (ZAGS) in Kulob city of Khatlon Region”

Date: 27.10.2017, 10:00 am

Venue: Conference Hall of UNDP Country Office in Tajikistan,
39 Ayni street, Dushanbe

Companies participated:

LLC Vohid

LLC Khujandmehr

LLC RemStroyServis

Within the framework of planned tender 178-2017-ITB-UNDP-CR “Renovation of Civil Registration Office (ZAGS) in Kulob city of Khatlon Region” pre-tender conference was organized on 27 October 2017, at 10:00 in Conference Hall of UNDP CO in Tajikistan, 39 Ayni street, Dushanbe.

The purpose of the pre-tender conference was to present project/case to potentially interested companies, to explain purpose and objectives of renovation, to explain engineering and architectural parts, to explain procurement rules and regulations/procedures. The pre-tender conference also services as a platform for discussions, questions and answers.

The staff of UNDP project “Support to Civil Registration System Reform in Tajikistan” briefly presented goals of the project and particularly goals of upcoming tender on the renovation of Civil Registration Office in Kulob city of Khatlon Region.

UNDP Civil Engineer explained engineering and architectural parts of this tender.

UNDP Procurement Associate explained UNDP Rules and Regulation on public procurement, explained procedures of applying, requesting clarifications/questions etc.

Then questions and issued raised by participating companies were addressed by relevant UNDP staff.

Questions raised:

Question 1: In case of successful awarding the contract and starting works how work of staff of Civil Registration Office will be arranged?

Response: Once the contract is awarded staff of CRO will be reallocated to another office/building until completing renovation works

Question 2: Does Civil Registration Office have all documents, like technical requirements for electricity etc.?

Response: Project staff with support of MoJ facilitated collection of all documents including technical requirements for electricity

Question 3: This tender has components on restoration of fencing and landscaping of the territory of CRO. Does CRO has properly identified/marked boundaries of the territory?

Response: Yes, within several site visits and obtaining documents, also during design stage the boundaries of the territory was identified.