



Pre-bid Meeting Site Visit Record

Request for Proposal

RFP / 2018 / 3: Preparation of full Environmental and Social Impact Assessment ESIA for Construction and Operation of Northern Shouneh Final Sorting Center and MSW Transfer Station Rehabilitation

Date: 18th February 2018 and 19th February 2018
Time: 10:00 am to 12:00 pm each day.
Venue: UNDP Offices in Amman North Shouneh Landfill Site

1 PRESENTATION

After having companies introduce themselves, UNDP-Jordan gave a detailed presentation of the RFP document:

RFP consists of following documents:

Section 1 – Letter of Invitation

Section 2 – Instructions to Proposers (including Data Sheet)

Section 3 – Terms of Reference

Section 4 – Proposal Submission Form

Section 5 – Documents Establishing the Eligibility and Qualifications of the Proposer

Section 6 – Technical Proposal Form

Section 7 – Financial Proposal Form

Section 8 - Contract for Professional Services, including General Terms and Conditions

Section 9 - Special Conditions

2 ATTENDANCES

The meeting was attended by the interested entities with UNDP representatives and Head of JSC-North Shouneh; Eng. Mohamed Al-Marashdeh.

3 QUESTIONS AND ANSWERS

During the visit, the following questions were asked by the bidders:

#	Questions raised during meeting	#	Answers
Q1	The language of the report?	A1	The language of the report must be in English and Arabic.
Q2	What is the reporting mechanism?	A2	The reporting method will be as in RFP documents including bi-weekly report, which will be customized based on project needs and UNDP requirements. also, coordination meetings shall be scheduled during contract as seen needed by UNDP.
Q3	Where is the nearest residential area, what are the components of the landfill and existing transfer station?	A3	Bidders were allowed to make their own observations and data collection through the site visit, and the location is open and available for visits by bidders at any time before closing date of offers.
Q4	Will there be an extension of the duration of the tender?	A4	In the case of extending the duration of the tender, it should be clearly justified and in any case, it should be a No-cost extension of contract and related tasks.
Q5	Is joint venture allowed, and are international companies allowed to bid?	A5	Yes, joint venture is allowed, where the collective capacity of the joint venture will be looked into to the requirements of bid, however. International companies could apply if they have permit to work in Jordan and by MoEnvr. or through a joint venture with local company.

#	Questions raised during meeting	#	Answers
Q6	Can the experience of the “Solid Waste Recycling Expert” be included as part of the firm’s project experience?	A6	The qualifications for staff required for this assignment and the entity capacity will be evaluated as per RFP evaluation criteria. The entity capacity and experience records will be evaluated for the contracts made with the entity applying and not individuals.
Q7	Regarding Air quality expert, is it acceptable to submit the profile and certification of an air quality lab which will conduct the air measurements (if required), instead of Air quality expert as mentioned in the pre-bid meeting.	A7	Bidders shall commit to the requirements of RFP regarding staff members required, and at this stage or later on for any laboratories required for the completion of assignments, appointment request of lab shall be submitted to UNDP for review and approval.
Q8	Please identify the number of air quality measurements required for this study (as well as, parameters to be measured), in order to unify pricing scale.	A8	The measures and parameters shall be as per Jordanian laws, rules and regulations of and Ministry of Environment (MoEnvr.) and as required for MoEnvr. Approval.

4 SITE VISIT SUMMARY

The bidders were informed of site visit, which took place on the 19th of February 2018. Bidders had a completed tour around North Shouneh site, from entrance to admin building, workshop & maintenance area, and roads near dump area. A stop was made on site for bidders to evaluate the conditions at nearby residential area also.

6 CLOSURE

The pre-bid meeting and site visit were adjourned at 12:00 pm each day.

7 PHOTOS

