

## SITE VISIT REPORT

### Agenda of the Site Visit:

1. Opening remarks by the UNDP Focal Person at site
2. Introductions and Registration of participants
3. Brief on the scope of work and project background by UNDP Focal Person at site
4. Response to bidders' Questions and request for clarifications by UNDP
5. A.O.B

ITB/RFQ Reference No: 330-18		Date of Site Visit:		17-05-2018	
Location of Site Visit: Rehabilitation of the first floor of Al Madina El Monawara School in Falluja					
<b>Time</b>			Name(s) and job title of UNDP Rep.		
Start	End				
10:00 Am	01:00 Pm		Murtatha M. Abdullah		UNDP Engineer

### QUESTIONS AND ANSWERS

S. No	QUESTION	UNDP RESPONSE
1	Why the first contractor did not complete the school	There is lack in the original quantities, so the contractor completed the ground floor.
2	What will happen if there was a maintenance work later on.	Each contractor will do his work, the first one will do the ground floor and the second one will do the first floor

### RECORD OF ATTENDANCE

Name of Company Attended	Name of Bidder's Representative	Mobile/Email
Ummet Al-Salam co.	Salah Hasan Mehsin	07808585585

Prepared by:

Name: Murtatha M. Abdullah

Signature:



Position: UNDP Engineer- Falluja

Date:

17-05-2018

# Site Visit Report



ITB No. 330-18		Date of Site Visit 17-5-2018	Escorted by Military forces?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Time of Site Visit		Name(s) and job title of Gov. Rep.		
Start	End			
10:00 AM	1:00 PM	Sabah Bahi Education DG Engineer		
Names of companies attended		Rep. name	Mobile/Email	Signature
UMMef Al-Sabir		Sabir Hassan	7808595585	

\*\*\* The authorized focal person responsible for preparing attendance sheets before the site visit and photography

Certification of Minutes as a true record of the proceedings of the meeting/site visit:

Prepared by:

Signature: Name: Murtattha M. Position: UNDP Engineer Date: 17-5-2018  
Record of Pre-Bid Meeting/site visit to be posted on the websites.