

## United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



Empowered lives.  
Resilient nations.

Addendum No. 1 dated 16 July 2018

[ ITB-PAL-0000049519]

### Pre-bid Meeting Minutes – Addendum No 1

#### ITB-PAL-0000049519 - Construction Of Solar Panels To Operate Four Vital Healthcare Units

**Issue Date: 2 July 2018**

**Closing Date & time: 24 July 2018.at 12.00 noon .**

**Extended Closing Date & time: N/A**

Dear Bidders,

This correspondence pertaining to the above-mentioned project should be considered as an integral part of the tender documents. Below please find the UNDP/PAPP clarifications and an official reply to all inquiries raised by participant bidders following the pre-bid meeting/site visit which was held on **16 June 2018**.

The following clarifications are considered as Addendum No. 1 to the Invitation to Bid, which shall be deemed to form and be read as part of the tender:

1. All participating Bidders shall provide all Evaluation Criteria Requirements as shown in the Invitation to Bid.
2. Unit rate in US\$ Currency not including VAT.
3. Unit prices shall include any Bank Charges due to payments transfer.
4. Contractors shall provide labor insurance with an amount of 15% of the contract value, all as per resulting contract terms and conditions.
5. The delay penalties will be deducted from each payment made to the contractor of an amount of US\$300 for each day of delay accordance to the approved time schedule for the project, that will be deducted from running payments according to progress of time schedule, at the end of project these deductions will be refunded in case of no delay occur.
6. Payments to the contractors will be according to the submitted cash flow diagram.
7. The contract shall be awarded to the qualified bidder who has submitted the lowest-price, technically acceptable and responsive offer.
8. The maximum allowable time for completion of contract is Six (6) calendar months, starting as the notice to proceed.
9. The contractor shall consider gender equality when recruiting its technical staff.
10. All imported materials or equipment, submitted by the contractor as an equivalent to the specified, will be accepted and considered equally approved as long as they are:
  - equal in quality, durability and efficiency, all to UNDP engineer judgment.
  - represented in the country by a reputable, qualified and credible agent.
11. Winning Contractor will be responsible for the submission of safety procedure plan for approval. Safety measures are an important part of the project. All workers, engineers and visitors on site shall use safety tools and wear Safety uniforms, to be all in accordance with contract Safety requirements and UNDP Engineer instructions. The bidders shall include in their prices the provision of the necessary insurances for the project in accordance with the general terms and condition of contract, and enough to cover the expected risk in the works. As per clause 23 of the general conditions, the contractor is obligated to furnish the insurance policies before commencing the Works. The price shall also include protection of the existing equipment's, electrotechnical, Generators, existing PV solar system with all components...etc.

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12. Working hours for the project is from 08 a.m. to 3 p.m., Sunday through Thursday. No work on Saturdays. Contractor who needs to work after these times must take the prior approval of the engineer.
13. UNDP will be responsible for VAT Exemption only, tax, customs and duties exemption will be the contractor's responsibility only.
14. Referring to the instruction to bidders – **Data Sheet No. 36**: Joint Venture, Consortium or Association are not allowed under this tender and Alternative & Partial bid are not acceptable.
15. Bidders must submit price analysis for all items in the Bill of Quantities. The price analysis should be submitted on the UNDP template attached within the tender documents , where any bidder will not submit it will be disqualified. Accordingly, no claim will be accepted to complete the works according to common practices, technics, and specification to achieve high quality of works. The price analysis should show inclusion of temporary works, transportation and safety.
16. Rates of items shall include such costs for safely measures/dismantling/ reinstalling/ demolishing/ proper storage and removal of materials/items/utilities/protection of existing items, devices or any kind of obstacles requires to complete different contract items especially on the roof tops of the hospitals. The price shall also include any needed reinstatement activities to professionally work activities, the price shall also include costs for the removed of any surplus unwanted materials to locations identified by the engineer and relocate to the new location with any additional materials to operate it successfully.
17. The Winning Contractor shall be responsible for installing and fixing **(4) signboard** of size 350x200cm to be located on the place indicated by UNDP Site Engineer. At the end of project, the contractor will install **(4) Karara marble board** to be located on the place indicated by UNDP. The size 120x 100x 3 cm including all logos and necessary engraved text to be installed on each site.
18. The cost of items shall include a rented car model 2015 at least is to be available along the project working day for the use of the supervision team only, including 1200 NIS for fuel per month. The mentioned transportation facility and communication will be availed during the full implementation of the project until signing of successful hand over certificate.
19. Two Engineers (One Female, One Male), will be paid an amount of USD 750 per month for each one will be appointed by the UNDP supervision and will report directly to the supervision team to day to day monitor the implemented activities at the different sites in addition to monitoring the materials accessed through the UNDP mechanism. The Engineers will be appointed directly after the signing of contract and at the beginning of mobilization works until the preliminary handing over certificate is signed by all parties.
20. The Wining Contractor shall secure all materials within the mobilization period and store them in UNDP stores. The quantities delivered to the site will not exceed the consumption of activities for one day. All relevant transport expenses are deemed included within the unit price of items.
21. Mobilization period is seven days and works has to start immediately.
22. In case of failure in securing the materials, UNDP has the full right to terminate the contract without bearing financial implications.
23. The contractor must directly start the purchase of all materials in the bill of quantities after receiving the approval of materials, and he must provide the UNDP with all the required documents, which confirm the purchase of materials with invoices, and LC of the bank. In case the contractor has delayed in issuance of purchase order for the materials, UNDP has the full right to terminate the contract without bearing financial implications. On delays that are unjustified. Such delays will be included in delay report and considered as liquidated damages.
24. The contractor should take into his consideration local market price and coordaination price (as shown at the revised BOQ ) for all needed materials ( PV modules, PV inverters, Battery inverters, Batteris, UPS,

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- cement, aggregate , steel structure, steel reinforcement , aluminuim , electrical , plumbing , insulation material, ...etc.) with the same specification mentioned in the contract ,and the winning contractor must secure all construction materials from the local market within the mobilization period and during the implementation of the project and store them in his store or in stores at site.
25. The contractor shall take into his consideration the local market prices for all required materials with the same specification mentioned in the contract. The winning contractor must secure all materials from the local markets and from international markets on his own responsibility and store them in his stores. Entry of materials remains the responsibility of the contractor and UNDP only will facilitate the process.
  26. Contractor's or subcontractor previous and/or current performance with UNDP and any other organization is one of the main criteria in the evaluation of the contractors and can be a strong basis for refusing the bid.
  27. The Contractor must provide work plan explaining all the work activities (delivery, & installation) in parallel so that he can finish in the specified period of the project.
  28. The Contractor is fully responsible for the protection and preservation of the quantities supplied materials, either on-site or factories. The Contractor shall bear all relevant costs in that regards.
  29. The price shall include dismantling, removing and re-installing including any required additional materials for any obstacles that will face on the hospitals roofs such as water tanks, water and electrical network, civil works, air-condition units, desalination units and any other obstacles to other places or location to provide the required space to install the structures for the photovoltaic panels and to operate the existing facilities successfully , also unused materials resulted from activities should be transferred to dump site or any location as directed by the engineer.
  30. Since more than one Contractor might be available on site at the same time, the Wining Contractor shall coordinate with the relevant counterpart to facilitate accessibility and other work-related issues.
  31. UNDP confirms that the technical staff should be engaged on site on full time basis and have the sufficient experience and capabilities of carrying out their duties. UNDP will deduct the amount of US\$ 25 for each day of the absence of any member of technical staff in the interim payments to the contractor and these discounts non-refundable.
  32. Contractor shall take into consideration that all – direct and indirect Works and their relevant expenses required for proper implementation of the project including temporary facilities, fencing, temporary entrance, securing utilities (water, wastewater, telephone, internet and electricity systems) as well as making safe access to allow inspection of work. The contractor will be accountable for all necessary equipment, materials and activities to assure the safety of people the vicinity, where an approved safety plan will be prerequisite to initiating activities along with installing all required components and materials necessary for safety of workers, project team as well as people at university. All relevant costs are deemed to be included in the unit price in addition to the required re-instatement Works needed to bring the original facilities to its original status before addition of temporary Works. In case of any deviation from the above regarding needed safety measures, and regarding implementation of safety plan and standards, UNDP will be obliged to stop the works immediately and consider the relevant stoppage duration as unjustified delay where liquidated damage will be applied with USD 300 per day. Deductions will be applied immediately from running payments for each reported violations of safety procedures by UNDP engineer.
  33. Discrepancies and mistakes in tender documents: In case there is discrepancy in the tender documents, the Engineer will verify the correct specification of any item in the tendering stage. In case there is missing information in the contract documents or discrepancy or review and approval of the engineer, improper description of details of the items, it doesn't relieve the contractor from carrying out the item in the most correct manner as if identified and properly described in the original tender documents. The

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contractor has to acknowledge the engineer in case of omission, discrepancy or mistakes in the tender documents in the tendering stage and price according to the engineer answer.

34. The contractor at his own expenses shall provide any test as requested by the engineer's Representative for any materials supplied, installed, or stored in the site according to the stipulated tests in the general specifications. The contractor has to secure devices and equipment that are necessary to test sanitary mechanical and electrical works.... etc as requested by the Engineer
35. All Preambles in BOQ has to be read with the individual items and any costs implied on the items within the preamble will be deemed included within the unit rate of the different items.
36. The contractor shall take precautions during the implementation so that the existing infrastructure and facilities are not damaged. In case any damage occurred to the infrastructure and facilities, the contractor should remedy this damage on his own expense.
37. The Contractor must submit all required tender documents for the technical evaluation, such as Single Line Diagram, Original Catalogues for the system components indicating the proposed type in Catalogues for each component, calculations schedules, PV Structure Drawings, detailed price analysis for each item Delivery Schedule and Appropriateness of the Implementation Timetable to Project Schedule.
38. The contractor must submit full detailed documents, CV's for the subcontractor or the PV suppliers for the technical evaluation criteria. The subcontractor official documents should include proofs of implementation of PV systems in a timely manner meeting quality and timeframe.
39. The acceptance of the contractor's offer will take into consideration the capacity as well as the experience of his subcontractor for renewable energy works.
40. The unit rates include shop drawings, calculation sheet for the proposed PV structure to achieve the required capacity of the system and calculation sheet for the proposed PV structure to assure safety, designs. The price also includes all required materials to support steel structure if needed according to the calculation sheet including supply and install all required materials, workmanship ,... etc.
41. The unit rates includes any additional PV panels foundation required to obtain the contractual capacity in the BOQ according to the safe design for the proposed PV structure.
42. Any extra amount of the PV panels over than the Qty in BOQ will not paid or considered.
43. The contractor must repair any damages in the insulation works and make water inspections for the insulation of the roof top before the installation of structure and after the installation in the presence of the supervision team. All works will be in close coordination with owners.
44. The contractor must sign and stamp the attached Discharge Statement with bid documents.
45. For items (A.6, B.6, C.6 & D.6) it is accepted to replace the (2 LTL 250/400A , 6 fuses 250A DC Types) inside IP65 battery fuse box to (2 MCCB 3 poles, 250 A, with Isc = 36KA, V= 500 DC ) with busbars inside hot dip galvanized distribution board.
46. For items (A.4, B.4, C.4 & D.4): the calculations of the energy capacity for the battery banks depend on the AH for each battery cell @ 1.8 V in the catalogues, So, the storage energy for each battery cell (Wh = Ah x 2V).
47. The combiner boxes for PV modules in items (A.1, B.1, C.1 & D.1) must be hot dip galvanized or Aluminum type.
48. The PV module type is Mono Crystalline and module Efficiency at STC is 17% or more.
49. The PV inverters should have at least 2 MPPT numbers for each inverter.
50. The unit rates of items (A.4, B.4, C.4 & D.4) include supply, install and connect Solar DC cables appropriately sized to connect the PV solar modules together and to the combiner box and from combiner box to the grid inverters directly to have a complete operational circuit with all conduits, clamps, pvc ducts under the pv panels, hot galvanized channel trays with covers perforated type on the

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roof tops along the DC cable routing and cable end terminations which shall be DC plug and socket connectors and inside the battery rooms.

51. The unit rates of the inverters and battery inverters items include supply, install and connect AC power cables appropriately sized in accordance with the installation requirements and to connect the On-Grid inverters and battery inverters with PV AC distribution board inside the battery room with all needed conduits, clamps, glands, hot dip galvanized trays perforated types with covers and cable terminations end and all needed materials and workman ship to complete the job.
52. For items (E.6/1, B. 6/1, C. 6/1 & D. 6/1): the required lumen for each lamp is 120 L/watt or more.
53. For items (E.6/4, B. 6/4, C. 6/4 & D. 6/4): The unit rates include supply and install two numbers of AC LED T8, 120 cm , 14-16 watt and the lumen for each lamp is 120 L/watt or more . Philips type or equivalent.
54. In Al Najjar Hospital: The unit rates of the civil works include all required demolishing works for skylights (slab and walls) in addition to the cost of supplying and installing new galvanized steel skorite to cover the skylights, modified and reinstall aluminium window and steel protection with all required materials and workmanship to complete the job as per Supervisor Engineer instructions.

**Interested bidders shall acknowledge receipt of this addendum/pre-bid minutes by returning/including it, signed and stamped, with their bids.**

For your kind attention and reference

Sincerely Yours,

Khaled Shahwan  
Deputy Special Representative  
(Operations) – UNDP/PAPP



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