

QUESTIONS AND ANSWERS REPORT

<u>To:</u>	Bidders
<u>From:</u>	UNDP Lebanon
<u>Subject:</u>	Supply and Installation of Compact Air Quality Monitoring Systems and Related Components in Beirut, Tripoli, Sidon and Beqaa Regions
<u>Reference:</u>	LEB/CO ITB/1/13
<u>Date:</u>	14 February 2013

UNDP Lebanon Procurement Unit has received several questions regarding the subject Tendering Procedure. All questions received to-date are documented below with respective answers.

Questions and Answers		
1	Q.	In the tender you mention Compact Air Quality Monitoring that includes PM samplers and gases, but later in the document, there is a reference to “bulky” PM samplers. Due to the difference in the requirements of these 2 systems where the first does not require building a room, but the second does require a room. We would like to know which of the 2 is the preferred option to the UNDP? Or is the tender open for bidders to decide? Or if both are required? Please elaborate.
	A.	The bidders should propose the most appropriate solution to ensure the reliability of the readings and the security of the equipment. The gas analyzers and PM samplers must be isolated in a way to avoid biased readings and sabotage. Do note that UNDP does not foresee any construction works on the site. The bidders are responsible for the complete installation of an operational and secure system.
2	Q.	The Compact Air Quality Monitoring system is usually composed out of: 1) the samplers for gases and; 2) samplers for PMs. These samplers are mounted separately on 2 different shelters / fixtures but kept very close to each other. Will this be an issue for you? Please clarify since the tender documents are vague on this issue.
	A.	This does not pose a problem as long as power supply and connectivity are secured to both shelters.
3	Q.	Can you please clarify if the tender specifies the EnviDAS software since it was not very clear to us from the tender documents? In other words, is the tender open for bidders to choose other software that is compatible with the existing monitoring stations?

	A.	There is no preference towards any specific software. Nevertheless, the proposed software should allow for data centralization and management from the supplied equipment and from existing stations in Lebanon, as presented in Section 7 – Price Schedule - Annex VIII.
4	Q.	Please confirm that UNDP will be responsible of connecting the stations to the grid and that the contractor will be in charge on the wiring of these station for electrical connection.
	A.	UNDP will be making sure that the site is equipped with an electrical supply. The supplier will be in charge of the wiring of these stations for electrical connection.
5	Q.	In case of the use of a fixed line or the use of the internet through a fixed line, please confirm that the UNDP will be responsible of bringing these fixed lines to the stations
	A.	UNDP is responsible for ensuring fixed lines to the stations, if technically possible. Nevertheless, the suppliers should also clearly state in their offers the different air connection possibilities (GPRS/UMTS/EDGE/WLAN/3G USB key, etc.) and their requirements so that UNDP takes them into account, knowing that in certain locations, it is very difficult and even impossible to connect to fixed lines.
6	Q.	We must quote optionally an annual operation and maintenance service beyond the first 12 months after commissioning. Is there any operation and maintenance service to quote during the first 12 months after commissioning?
	A.	Consumables and spare parts including labour shall be quoted in the bidder's offer for the first 12 months after commissioning. Please refer to page 29 of the Invitation to Bid – Section Annual Maintenance Coverage (AMC) and Support.
7	Q.	Under point 26 of the Data Sheet (pages 20&21), you for the: Required Documents that must be Submitted to Establish Qualification of Bidders (In "Certified True Copy" form only), you require: <ul style="list-style-type: none"> - Latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past <i>two years</i>. - Statement of Satisfactory Performance from the Top <i>Three</i> Clients in terms of Contract Value the past <i>Five Years</i>. <p>a) Do you have any age criteria for companies to register/lead the bid? In other words, can newly established dealer be part of the bid as a "lead entity".</p> <p>b) Another question, do you need the same information from all partners of the consortium or only the lead entity? (by information I mean : "Latest Audited Financial Statement for the past <i>two years</i> and "the Top <i>Three</i> Clients in terms of Contract Value the past <i>Five Years</i>").</p>
	A.	For point a: We don't have any age criteria for companies but it is a competition process subject to evaluation and comparison of offers. For point be: Same information is requested from all partners of the consortium.

8	Q.	Regarding the required Insurance coverage, is there any specific period for the insurance coverage period? In other words: will the insurance covers the machines in the fields too? Will it be only for the period of installation or for 12 months?
	A.	The delivered stations and related components shall be covered under insurance as per the required Incoterms DAP, until UNDP receipt, testing and acceptance of the installed and operating systems on site. After this, the systems shall be covered under the warranty as requested in the ITB, Section 3a: Schedule of Requirements and Technical Specifications. As for other insurance coverage, please refer to the insurance requirements under section Special Conditions, page 97 of the ITB.
9	Q.	By quoting the labour you mean the labour for installing the equipments and responsible of the maintenance during the maintenance period, but not the labour responsible of running the stations, correct?
	A.	Labour required to ensuring the required performance of the air quality station shall be covered for a period of 12 months from the date of commissioning. This means that operation and maintenance for the first 12 months after commission shall be provided by the Contractor. In addition, the nature of after sales service for operation and maintenance, which the Contractor can provide during initial commissioning and also subsequently, should be clearly stated.
10	Q.	In the bid you mention: “The awarded party must remain at the disposal of the client/beneficiary for at least three (3) months after hand over in order to answer any technical or non-technical questions, and in order to be present on site when the client/beneficiary will perform his own functional tests to check that all technical requirements have been fulfilled” (<i>page 28, deliverable 4</i>) later you mention “shall be covered under a defects liability (parts and labour) for the first 12 months from commissioning” (<i>page 29, under Guarantee</i>). Can you please elaborate more about a) Period for which the awarded party must remain at the disposal of the client/beneficiary to and for maintenance (after hand over the equipments) b) Period for which the awarded party will be providing support to the client/beneficiary (after hand over the equipments)
	A.	For point a: the annual maintenance coverage period is 12 months from date of commissioning (handover of the equipment and acceptance of fully operational systems). For point b: extensive technical support in addition to O&M for at least three (3) months is required. After these 3 months, O&M shall be continued to cover the period of 12 months.
11	Q.	When will it be possible for us to visit the 5 suggested sites who to contact to arrange for the visits?
	A.	Site visits will not be organized at this stage. It will be arranged with the selected bidder upon award of contract.

Item 2.2.2 Particulate Matter Monitors

Concerning Principle of Operation of PM10 and PM 2.5 monitors (Questions 12, 13 & 14):

12	Q.	The specification clearly indicates a Particulate Matter Monitor, whereas the headline of the specification states “sampler”. Please confirm that a PM10 and PM2.5 monitor equivalent to EN12341 and EN14907 should be offered.
	A.	Confirmed. PM10 and PM2.5 monitor equivalent to EN12341 and EN14907 should be offered
13	Q.	It is stated in the technical specification of the PM10 and PM2.5 monitor that principle of operation must be Beta Ray Attenuation or Tapered Element Oscillating Microbalance. As a matter of fact, there are several other principle of operation for PM10 and PM2.5 monitors fully certified according to EN12341 and EN14907 and it would be in contradiction to the equal treatment of tenders. Please confirm that all EN12341 and EN14907 certified PM10 and PM2.5 monitors can be offered in this tender as long as PM10 and PM2.5 is measured continuously and simultaneously.
	A.	Principle of operation must be Beta Ray Attenuation or Tapered Element Oscillating Microbalance - Filter Dynamics Measurement System (TEOM-FDMS).
14	Q.	It is stated in the technical specification of the PM10 and PM2.5 monitor that flow rate must be between 1 m3/h and 2,3 m3/h. Please note that there are instruments available which have a different flow rate, but fully certified according to EN12341 and EN14907. Please confirm that all EN12341 and EN14907 certified PM10 and PM2.5 monitors can be offered in this tender independent from the flow rate.
	A.	Confirmed. As long as the equipment is certified according to EN12341 and EN14907, equipment with different flow rates can be accepted.
15	Q.	From our experience, it is very important that the air monitoring stations include meteorological equipments (wind, rain, ...). However, in the bid you do not mention whether the compact samplers should be equipped with these equipments or not, in this bid. Can you please confirm that this is the case (that the meteorological equipments are not required).
	A.	The meteorological monitoring devices are not required. Such information will be obtained from other sources to be used in future data analysis.
16	Q.	Please provide the specific design proposed by UNDP for AQI integration in the web platform. Please confirm that the WEB platform is provided by the UNDP
	A.	The design of the AQI can be found on the website http://erml.moe.gov.lb/ already available online. The same design will be used for each of the locations. However, if question refers to the calculation of the AQI, then the Bidder is free to propose the most suitable calculation method. Changes may be discussed with UNDP upon award of contract.

17	Q.	The maximum expected duration of the contract is 4 months from contract signature until the hand over at the final site. There are some parameters that we cannot control: custom clearance, final site availability and authorizations to install the stations, electrical supply at the final site, etc. Please clarify.
	A.	UNDP will assist the bidder in custom clearance and is responsible for ensuring site and amenities availability. The 4 months timeframe for delivery on-site and commissioning are considered adequate.
18	Q.	In case of the use of a private generator (chapter 3.4 of the ITB) please confirm that UNDP will be responsible of its proper functioning (diesel supply) and maintenance.
	A.	Confirmed. Nevertheless, the bidder should clearly state whether they made any arrangements for UPS and their battery capacity.
19	Q.	Please confirm that UNDP will be responsible of elaborating the contract to have access to the internet or fixed phone line or GSM and electricity and will cover the related fees (monthly/annually).
	A.	Confirmed. Electricity running costs and telecommunication arrangements are the responsibility of UNDP. However, as reflected in section 3.5 of the ITB, the bidder shall indicate clearly infrastructure and amenities required for electricity and telecom connectivity to allow data polling at the central station.
20	Q.	It is unusual to demand a 1 minute logging interval and logging capacity for 5 years of Data. As it is required in the tender, is it the correct one?
	A.	This feature is offered by a number of suppliers. Nevertheless, given that data is to be regularly downloaded, the bidder can propose a shorter logging capacity to be considered and assessed by UNDP. However, the capacity to compute 1 minute averages is mandatory.
21	Q.	A portable calibration system equipped with span gases should also be provided and ready for use as specified in the ITB. Does this mean that this portable calibration system will hold the zero air supply and span gas specified in site 5 and there is no need to have them for the 4 other sites as it will be included in the portable calibration system?
	A.	Page 56 of the ITB suggests that the number of portable calibration systems is to be suggested by the Bidder depending on the need to cater to O&M in the different stations/regions. The bidder is free to suggest and justify the number of calibration systems needed, knowing that Lebanon is a small country and that the sites are easily accessible.
22	Q.	2.2.1: The technical specification for gas analyzers specifies EN standard but no certification. Could you please confirm (or not) any EN accredited body or/and US EPA certificate is required.
	A.	Certifications from either EU or US EPA accredited bodies are required.

23	Q.	2.2.2: The technical specification for dust monitor specifies technologies and equivalent method both in EU and in the USA. Could you please confirm (or not) both certification is required for both PM10 and PM2.5.
	A.	Same as answer # 22. Certifications from either EU or US EPA accredited bodies are required.
24	Q.	The technical specification mentioned compact air quality monitoring system but the specification 2.4.2 Technical cabinet: Size & Type doesn't mention any dimensions? In addition, there is no indication about AC which is compulsory to ensure stable internal temperature & data quality for such analyser. Could you please clarify the approximate size requested and if AC is compulsory?
	A.	We do not require a specific size. However, it is essential that the stations be easily fixed and that the dimensions allow for easy transfer and re-installation should the Ministry require to change location at later stages. Furthermore, the compact characteristic should reflect lower investment costs and lower operation and maintenance requirements of the stations. A clear maintenance plan should be provided to allow UNDP to evaluate the suitability of the offers. The cooling unit is compulsory to maintain stable internal temperature(s). The bidder shall suggest the most suitable organization of the unit(s).
25	Q.	UPS: There is no UPS (unless huge size and price) able to power such kind of station for 12h. Could you please confirm (or not) the private generators are supplied by UNDP and UPS by tenderer is intended to ensure the transition (few seconds) when switch over is happening? Clarification n°18 doesn't mention it clearly.
	A.	After reconsideration of our options and the feasibility of the applications: The sites will be chosen in a way to be equipped with continuous power supply and with an alternative power source during power cuts. Nevertheless, the bidder should propose clearly how it is intended to make sure that data collection is not discontinued taking into account the size and storage requirements of the UPS (storage capacity for 15 minutes). Furthermore, and to allow UNDP to make the appropriate provisions for power supply, the bidder should clearly state the power requirements of the different units per station.
26	Q.	Section 3b p39 : Delivery time : 4 month This is almost impossible to get such contract performed in 4 month especially when permissions & custom procedure are required. Please accept 4 month to deliver the item in the Lebanese custom point?
	A.	Four months is the timeframe for the installation of the equipment. This period includes custom clearance. UNDP will assist the Contractor in the process if bills of lading and other required documents are provided in due time.
27	Q.	Section 3b (p4) Provision of service unit when pulled out for maintenance? Is it one set of analysers as back up to be delivered to end user which means CO, NOx,SO2, O3, PM10,

		PM2.5 ?
	A.	Should maintenance and repair require pulling out the equipment, a unit with the same components should be put in place to ensure the shortest down period and minimum gaps in data readings.
28	Q.	Please confirm that the operation and maintenance contract for 12 Months doesn't include data reporting.
	A.	The O&M contract doesn't include data reporting. However, it should include regular reporting on the maintenance per se (including calibration, errors and corrective actions undertaken, consumables and spare parts changes, etc.). Furthermore, The Contractor should stand ready to support UNDP and MoE in data reporting issues (retrieval of data, visualization and formats, etc.) upon request.