

**AMENDMENT NO.1  
ANSWERS TO QUESTIONS**



**Date:** 13 September 2018

**Subject:** Amendment Nr.1 To RFP for “Supervision services for Construction of Waste Water Treatment Plant in Hassa/Hatay” within the scope of Turkey Resilience Project in Response to the Syria Crisis; Municipal Service Delivery

**Ref:** UNDP-TUR-RFP(MC2)-2018/08

Dear Madam/Sir,

Please find attached (Attachment-1) the “Answers to Questions” received from prospective proposers in the context of subject RFP issued on 16 August 2018 for “Supervision services for Construction of Waste Water Treatment Plant in Hassa/Hatay” within the scope of Turkey Resilience Project in Response to the Syria Crisis; Municipal Service Delivery.

You are kindly requested to prepare and submit your proposals in response to our subject RFP with the consideration of these answers, with all other clauses of the RFP remaining valid.

Please be sure that your proposals are physically submitted on or before the amended submission deadline **on 24 September 2018, 6:00 pm (GMT +3, Local time-Turkey)** via courier or hand delivery.

Attachment-1: Answers to Questions from Prospective Proposers

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Sukhrob Khojimatov', with a long horizontal flourish extending to the right.

**Sukhrob Khojimatov  
Deputy Country Director**

## **ATTACHMENT-1- ANSWERS TO QUESTIONS FROM PROSPECTIVE PROPOSERS**

### **Question 1:**

Due to one-week religious holiday in Turkey, we had already lost one week during this duration. In order to prepare a sound tender for the project, we would like to ask for one-week time extension of the submission deadline of the RFP.

### **Answer 1:**

Please be informed that deadline for Physical Submission of Proposals that was stated as 17.09.2018 6:00 pm (GMT +3, Local time-Turkey) in the RFP, has been extended until **24.09.2018, 6:00 pm (GMT +3, Local time-Turkey)**.

In this regard, please be sure that your proposals are physically submitted on or before the amended submission deadline **24 September 2018, 6:00 pm (GMT +3, Local time-Turkey)** via courier or hand delivery.

### **Question 2:**

“Data Sheet Item 20” specifies the maximum expected duration of the contract as 13 months. On the other hand, “Terms of Reference, Item I” specifies the expected duration of the services as 9 months. Could you please clarify the inconsistency herein and kindly confirm which duration should be taken into account by the Proposers in their proposals?

### **Answer 2:**

The expected duration of services is 9 months including pre-construction activities (1 Month), construction activities (8 Months) in line with the Terms of References.

On the other hand, maximum expected duration of the contract is 13 months including 3 months period for commencement of the services, 9 months duration for execution of services and one- month payment period.

Please ensure that the timeline for execution of services will not exceed the 9 months expected duration in line with the construction period foreseen for the Construction of Waste Water Treatment Plant in Hassa/Hatay.

### **Question 3:**

Could you please clarify what is the maximum available budget for the subject service contract?

### **Answer 3:**

In accordance with the procurement procedures of UNDP, the maximum available budget for the contracts including service contracts cannot be disclosed.

### **Question 4:**

It is understood from the ToR section D2.4 “Design; including review of the Works Contractor documents” that the Works Contract will be a “Design-Build” type contract and detailed implementation design of WWTP will be prepared by the Works Contractor. Please confirm.

### **Answer 4:**

The Works Contract will not be a design-build contract, the design drawings will be provided by the Employer. The section D2.4 states the requirement for verification of any design requirement arises during the construction of WWTP.

**Question 5:**

Section L of the ToR “Price and Schedule of Payments”, it is indicated that the payments shall be made upon acceptance of progress and final reports including an invoice and the “expenditure verification report”. Please clarify whether the mentioned “expenditure verification reports” will be required as to be prepared by independent auditors who are subject to the UNDP’s approval prior to contract commencement or the reports prepared by the Consultant’s own will be acceptable. If independent auditor is required, please specify the allocated budget for expenditure verification amounts.

**Answer 5:**

There is no requirement for the expenditure verification reports to be prepared by independent auditors. The expenditure verification report will be prepared by the Contractor and subject to approval of UNDP prior to any payment.

**Question 6:**

As per the section K of the Terms of Reference, namely “Professional Qualifications of the Contractor and its Key Personnel”, Bachelor’s or higher degree in Civil Engineering is required for the position of “Key Personnel 1: Team Leader”.

Please clarify if having “Bachelor’s or higher degree in Environmental Engineering” is also acceptable for the Evaluation Committee on condition that the rest of the criterion remains unchanged and fulfilled by the proposed candidate.

**Answer 6:**

Evaluation of the qualifications against minimum requirements will be conducted by the Evaluation Committee. The acceptance of “Bachelor’s Degree in Environmental Engineering” is up to the discretion of the Evaluation Committee.

Please be informed that the minimum requirements for “Key Personnel: Team Leader” remains unchanged as;

**Qualifications and skills**

- Bachelor’s or higher degree in Civil Engineering
- Fluency in English

**General professional experience**

- Minimum of 7 years of professional experience

**Specific professional experience**

- Minimum of 2 years of experience in construction of waste water treatment plant.
- Experience as a team leader/project manager at construction supervision as Engineer is an asset.
- Experience as a supervisor or team leader / project manager of contractor in a construction project implemented under FIDIC General Conditions of Contract and other similar General Conditions used by international and/or multilateral organizations is an asset.