

ITB/007/18
PRE-BID CONFERENCE MINUTES

CONSTRUCTION OF WATER SAVING TECHNOLOGIES TRAINING POLYGON AT THE STATE UNITARY ENTERPRISE (SUE) "SCIENTIFIC TRAINING CENTER OF TIAME" IN URTACHICK DISTRICT OF TASHKENT REGION

Date: 19 December 2018
Time: 14:30-15:30 (Tashkent time)
Venue: UNDP CO, Tashkent, 4, Taras Shevchenko street, Tashkent, 100029, Uzbekistan
Participants: UNDP CO Procurement Unit, EU Water Project and interested companies

THE BRIEFING BACKGROUND:

UNDP Uzbekistan has announced the Invitation to Bid (#ITB/007/18) to select a company for construction of water saving technologies training polygon at the state unitary enterprise (sue) "Scientific Training Center of TIAME" in Urtachichick district of Tashkent region. In this regard, potential bidders were invited to the pre-bid conference, held on 19 December 2018 at 14:30 (GMT +5) in UNDP premises situated at 4, Taras Shevchenko street, Tashkent, Uzbekistan. The purpose of the pre-bid conference was to brief interested companies on terms and conditions of the tender, explain scope of work and respond to the questions of bidders pertaining to the solicitation document.

THE KEY MEETING OUTCOMES:

UNDP Procurement Unit Representative, gave meeting participants a brief information on purpose of the tender, terms, conditions and requirements to the bidders.

Specifically, companies were briefed on the following important requirements outlined in the bidding document:

- Currency of bid should be either in US dollars or in local currency Uzbekistani Soum. Payment to local companies registered and operating in Uzbekistan will be Uzbekistani Soum.
- No bids will be accepted after deadline set in the solicitation documents.
- Bidder should be guided by the bill of quantities provided in the Annex, Section 5A.
- Scheme and design of work are publicly available at http://procurement-notices.undp.org/view_notice.cfm?notice_id=51994.
- Bids should remain valid for 120 days.
- Bidders are strongly recommended to study Instructions to Bidders in Section 2 of the tender document prior to preparing their bids. Bidders must pay attention to the instructions on conflict of interest, establishing joint venture or consortium, advance payment, security instruments.
- Three stage evaluation will be conducted by the independent evaluation committee to established by UNDP.
- Bidders must demonstrate their financial stand by proving their annual turnover of US Dollar 150K, liquidity ratio above 1.
- Performance security is required at the stage of contracting in the amount of 10% from the total contract price for the warranty period (12 months upon completion of work).
- If the advance payment exceeds USD \$ 30K then the Bidder will be requested to present a Bank Guarantee for the amount of advance payment.
- Bidders are required to demonstrate availability of below listed personnel, machinery and equipment to be deployed on construction site for execution of works until successful completion:
 1. Excavator with bucket capacity of 0.75 m3 pcs 1
 2. Excavator with bucket capacity of 0.5 m3 pcs 1
 3. Crane of 5-10 t- pcs 2
 4. Bulldozer of 96 kW- pcs 1
 5. High-sided truck of 5 t- pcs 1

- 6. Welding machine- pcs 1
- 7. Lorry loader of 5 t- pcs 1
- 8. Dump truck of up to 5 t- pcs 1

- CV of key personal proposed for this assignment Project manager/Engineer (for supervision of all works assumed by this contract) must be presented. UNDP reserves the right to request evidence.
- Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder should be presented along with their bids.
- Certificate of Registration of the business, including Articles of Incorporation, or equivalent document is required from the companies.
- Company should present list of clients; the list of contracts performed by the company for the last three years by indicating contact details of contact person.
- A balance sheet for the last three years will be requested to determine the liquidity ratio.
- The minimum term of warranty for the equipment 24 months and for construction-installation 12 months after commissioning.
- Under the letter from the recognized bank on Bidder's financial stand UNDP expects a document to be issued by Bidder's servicing bank, but not from a third unknown bank or financial institute.
- Bidders are required to present either copy of technical passports of machineries which will be deployed in the construction site or lease agreement for a period of the project, outlined in the Technical Specification, Section 5A.
- The Payment shall be through advance payment in the amount of 15% from total contract price upon signature of contract by both parties, interim payment in the amount of 25 % from total contract price upon completion of 50 % of the total scope of work, interim payment in the amount of 35 % from total contract price upon completion of 80 % of the total scope of work and in the amount of 25% upon completion of 100% of works, signature of acceptance act by both parties, submission of payment invoice by the Contractor and acceptance by UNDP.

QUESTIONS AND ANSWERS:

#	Questions	Answers
1	Can we receive the design of the construction area?	Yes, the design of the construction area will be post on the UNDP website.
2	Can we offer the similar lamps instead of NSP02 (HCP02). (Section 16.3 ELECTRICAL EQUIPMENT)?	Yes, if the technical parameters of offered lamps meet the explosion-proof lamps.

Notes:

1. Minutes of the meeting will be posted on the website. UNDP procurement notices and all relevant ITB/008/18 documents will also be posted on the following website: http://procurement-notices.undp.org/view_notice.cfm?notice_id=51994.
2. Questions on tender must be sent in writing to pu.uz@undp.org prior to bids submission deadline.