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BIDDER's CONFERENCE – MINUTES OF MEETING, Q&A and Amendment
RFP/UNDP/ISMIA-GOLD/78160/024/2019

Assignment Name:

Introduction of BAT/BEP and Socially and Environmentally Sound ASGM Practices

Date and Time:

22 October 2019 at 1330 hrs (Aceh meeting room, Menara Thamrin Building 7th floor)

Closing Date:

Please refer to the e-tendering system with event ID 4737

TO ALL INTERESTED BIDDERS

Introduction and Guidance		
Information	Bid Conference was opened with following agenda: 1. Explanation on RFP document – administrative issue (closing date, submission & method, delivery method for submitting offer, contract award, etc.). 2. Explanation on the Data Sheet (Description of Requirements) 3. Explanation on the Term of Reference (TOR) 4. Explanation on the Submission Forms 5. Q & A (going through all sessions) <i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering & UNDP website for any update/amendment to this tender document</i>	
	Q&A session is incorporated into the below minutes	
1	Q	Please confirm if the bid security can be submitted in IDR
	A	Yes as long as the amount equal to the amount stated in the tender document
2	Q	Please confirm if the bid security should be issued by the bank or insurance
	A	The bid security has to be issued by a Bank
3	Q	When should the bid security be submitted
	A	The soft copy of bid security should be submitted along with the proposal while the original bid security should be submitted in hard copy by

		mail/courier to UNDP Office, 7 th floor, Menara Thamrin Building, Jl. M. H. Thamrin Kav. 3, Jakarta
4	Q	On the liquidated damage, what if the delay was caused by the client or its IP
	A	The selected Contractor should always communicate/liaise with the PIC of the project and every communication should be filed as evidence to support the Contractor in case needed
5	Q	Please elaborate further the evaluation method
	A	The evaluation method will be a combined score of technical and financial while the technical itself consist of presentation where only bidder who received score of 595 will be called for a presentation
6	Q	Please confirm if all requirement also apply to the subcontractor for bidders who wish to form a joint venture
	A	Yes, bidders who wishes to form a joint venture, the partner should submit the same document (administrative aspect) as the main bidder. The technical proposal also be accompanied with a duly signed agreement
7	Q	The required experience specified in the tender document, could it be a combine experience or not in the case of joint venture
	A	Yes
8	Q	Please confirm if bidder will be required to propose in producing equipment
	A	No, the requirement will be to propose in creating DED not to establish equipment
9	Q	Please confirm the location of the training should be held
	A	Please refer to the TOR
10	Q	Please confirm if the BPPT has decided on the type of technology to be developed in the RFP that will be applied by the bidders/as a basis to develop the technology
	A	It would be depends on the bidder's proposal in term of approach that is appropriate and visible to use. Please the social aspect, the technology should be efficient, applicable for the miners and easy to use
11	Q	Please elaborate further the small motor plan
	A	It would be a small processing center, small scale mining and mobile processing plan
12	Q	On the requirement of 20% women involvement directly to the mining, does it apply to all activities
	A	Yes
13	Q	Please confirm the type of technology/approach/methodology need to be developed
	A	Bidder has the liberty to propose what is the best studies to carried out all the characteristic and all category
14	Q	Pertaining to Output D of the Sub Heading III, Expected Output, please if bidders should also propose an approach and methodology that need to be complied with AMDAL
	A	No need since Bidders only require to identify & explain/list down document that will be required for UNDP to established 1 mercury free ore processing training plant & 5 (five) small process plant. (Please refer to the Sub Heading II
15	Q	Please confirm if the personnel of BPPT should also be involved in each activities
	A	Yes, as stated in the Institutional arrangement section, selected contractor shall involve BPPT (at least 3 People) in every activities in the 6 (Six) project sites & prior on the activities in the site, bidder must conduct coordination with BPPT to arrange the plan & expected outcome

16	Q	On the joint venture form/subcontracting, does it also apply to an Individu	
	A	No	
17	Q	Is there a limit number of page to the technical proposal	
	A	No.	
18	Q	Please confirm if the requirement of point 11 in Sub Heading II. Objectives of the Prgoramme and does the laboratory has to have the required equipment (installation of laboratory) or not to train those 30 trainers	
19	A	Yes, Bidder must specify the propose laboratory equipment for the trainers, and explain the action plan, if there are tests that need to be conducted in laboratories outside of the training plant.	
20	Q	What are the criteria of the small mobile?	
21	A	The small mobile plant should be a simple plant where the operational is efficient to processed ore characteristic per site (moveable) without using mercury	
Amendment 01 to the RFP	1	The scoring method 30.4 of the point 30. Evaluation of Technical Financial and Proposal of the Section 2. Instruction to Bidders should read as follow: <div><u>Rating the Technical Proposal (TP):</u> TP Rating = (Total Score Obtained by the Offer / Max. Obtainable Score for TP) x 100 <u>Rating the Financial Proposal (FP):</u> FP Rating = (Lowest Priced Offer / Price of the Offer Being Reviewed) x 100 <u>Total Combined Score:</u> Combined Score = (TP Rating) x (Weight of TP, e.g. 70%) + (FP Rating) x (Weight of FP, e.g., 30%)</div>	
		Point 17 of Section 3. Data Sheet should be written as follow: <table><tr><td>Evaluation Method for the Award of Contract</td><td>Combined Scoring Method, using the 70%-30% distribution for technical and financial proposals respectively The minimum technical score required to pass is 70% this also apply for those bidders who will be called for presentation which will be bidders who receives score of 595</td></tr></table>	Evaluation Method for the Award of Contract
	Evaluation Method for the Award of Contract	Combined Scoring Method, using the 70%-30% distribution for technical and financial proposals respectively The minimum technical score required to pass is 70% this also apply for those bidders who will be called for presentation which will be bidders who receives score of 595	
3	Sub Heading IV. Time Frame, should be written as follow: December 2019 – October 2020 (10 months)		

Jakarta, 30 October 2019