

REQUEST FOR PROPOSAL (RFP)

Consulting Services Design and Construction Supervision
Clarification Questions Received at the Pre-Conference Meeting
held on 1 November 2019 and Via procurement.tt@undp.org- Part 3

Question 16:

Is a pre-bank guarantee acceptable?

Response 16:

The performance guarantee is no longer required and has been removed from the RFP. (See revised RFP)

Question 17:

What is the proposed local content required for the proposed sub contracts to be addressed?

Response 17:

It will add value to your proposal when local subcontractors who know the island are proposed, however, there is no stipulation on local content required for the proposed sub contracts.

Question 18:

Is there a preferred form of contract to be used to be addressed?

Response 18:

Contract for Goods and Services for UNDP (see Section 3. Bid Data Sheet BDS.21 and 22)

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

Question 19:

In the "Clarification of Queries part 1"- Q&A-8, which has been uploaded today, the standards of degree of the key-personnel have been 'lowered' from Masters to BsC Degree (and from 10 to 5 points) because one of the bidders cannot meet that requirement?

While other bidders do meet that requirement (Master's degree) but are now scored lower/ 'punished' because of this concern of that specific bidder. We do not think that is a fair judgement to the other bidders; bidders who cannot meet that requirement will simply be judged lower. That's why this is a competition and one bidder scores higher on one specific topic as another bidder.?

Response 19:

The standard requirement is a BSc degree, which carries no points. Points are being allotted to persons with a Master's Degree.

Question 20:

Who will be the official principal; Government of Aruba or the UNDP? Who be responsible for the payments?

Response 20:

United Nations Development Programme (UNDP) is the implementing agency and official contracting agency and is responsible for payments upon receipt of the necessary certifications.

Question 21:

Phase-2- Bidding support services (30 days) is after the bids have been received from the contractors? Bidding period itself is min 8 weeks?

Response 21:

Bidding support services is for a maximum number of 30 discontinuous working days within the agreed tender period (before and after the receipt of bids) in which UNDP will require the Design Firm to support the tender process for the Construction Firm.

This phase will include but shall not be limited to the following:

- Preparation of the technical specifications of components of the Bidding Documents for open competitive bidding;
- Prepare detailed cost study estimate that will serve as a reference for evaluation of substantially responsive and compliant bids. Further it can be used as reference during the construction period for identifying excessive front loading, excessive unit rates, unreasonable materials, equipment and labor pricing;
- Once there is no conflict of interest, participate in a pre-bid meeting for technical and procedural clarifications and prepare responses for circulation to participating Contractors and Evaluation Panel. Once there is no conflict of interest, participate in bid evaluations
- Participate in pre-award meetings and provide inputs into a bid evaluation report and recommendation.

Question 22:

With respect to the required 'References' to be provided in Section 6: Returnable Bidding Forms – CV of Proposed Key Personnel, kindly advise if these persons should be:

Previous Employees
Clients

Internal Supervisors
Other

Response 22:

The Proposed Key Personnel are the personnel identified and listed in the Section 4 Evaluation Criteria as mandatory for the implementation of the contract. They are:

1 Team Leader-Architect/ Design

1 Mechanical Engineer

1 Electrical Engineer

1 Senior Designer

1 CAD draftspersons

1 Senior Construction Supervisor/ Quality Assurance Engineer/ On-site inspector

1 Structural Engineer- Construction Team Lead

Question 23:

In absence of financial statements bidder should have access to cash of 'no less than 6 figures in the mid to high range'? Why is this so extremely high?

Response 23:

It is stated in Section 4. Evaluation Criteria 'In the absence of Audited Financial Statements, the bidders shall submit a bank statement indicating access to Cash and Credit Facilities of no less than 6 figures.' No range was identified. Please note that six figures include amounts starting as low US\$100,000.

Question 24:

Are there work permits needed from the Government of Aruba and which permits for non-Aruban nationals for inspection works, daily supervision, etc?

Response 24:

Work permits for non-Aruban national workers/management/ inspection/supervision etc. will be needed in conformity with the ARUBAN Laws. For more information, please visit www.dimasaruba.aw

A letter from the TAO will be supplied to the winner of the bid to assist in a quick process of the permits at DIMAS only for the personnel that cannot be locally contracted. A clear argument why locals cannot be contracted has to be submitted.

Question 25:

Are there any tax requirements such as withholding tax for non-national companies?

Response 25:

Chapter 3, Monetary and Tax matters, article 67 Tax and customs arrangements for Union funded contracts; Council Decision 2013/755/EU of November 2013 on the association of the overseas countries and territories with the European Union (Official Journal of the European Union L344/1 dated 19.12.2013) (see article 67).

Question 26:

Will there be pre investigation of the building before or during the design phase of the building?

Response 26:

The designer will have to do an investigation during the design period.

Question 27:

Are there any local laws governance for working on historic buildings?

Response 27:

Yes, all are in the Monumentenhandboek, which is available for Afl. 27.25

Question 28:

Is it expected that the entire existing structure will have enough space to accommodate the full scope requested in the RFP?

Response 28:

Yes, it is expected that the current space can accommodate the needs of the University. Two modular labs will be placed separately from the building on the terrain.

Question 29:

For the 100 working days to prepare the design phase also include the historical research of the building or that would be provided by Monumenten Bureau.

Response 29:

Yes, you will have to do the historical research. Monument Bureau can assist if desired.

Question 30:

Section 5- Terms of Reference; 4 drawings included. Can we receive these drawings on a 1:100 scale copies (or digital). Is there a way to get the existing drawings on scale sooner? Reason being is that the

drawings are the key elements to start calculating square meters etc. and are the most essential start for us for the bidding process

Response 30:

The drawings attached in the TOR are the historic drawings. For drawing on the scale of 1:100 of the existing building, you will have to contact the Publics Works Department, Government of Aruba. Please note that UNDP has requested these drawings and will post on the eTendering site once the drawings are made available.

Question 31:

Is the Monumenten Handboek available in the English language, considering international aspect with everything in English?

Response 31:

No, all our material is in Dutch. Copy of the Monumentenhandboek is available by payment of Afl. 27.25. We do not translate. Please note that UNDP has requested a copy of the Monument Handbook and will post on the eTendering site once the handbook is made available.

Question 32:

UNDP expects to award the contract by December 20th. That is great, however the contraction industry vacation holidays are from December 12th up until January 6th this year, as such effective start of project needs a 'grace period' of 2-3 weeks?

Response 32:

December 20th is the proposed date for the award of the contract and not the start of implementation. We do not see a problem to award the contract during this period.

Question 33:

Are there other drawings available besides these 4 drawings?

Response 33:

All drawings available at Public Works, Government of Aruba. Please note that UNDP has requested these drawings and will post on the eTendering site once the drawings are made available.

Question 34:

Will Monument Bureau be able to do research ahead of the consultant or partially together with the consultant? For consultant to know what to include in the "Terms of Reference" and/or drawings for the bidding process, in order to get sharper bids

Response 34:

Monument Bureau (MB) can do this together with them and guide them. MB opened some parts already so they can reach and investigate easier.

Question 35:

Are there pictures available to be studied

Response 35:

The Monument Bureau is busy with the archives in Holland, and have received some, which we will send to the awarded designer when investigation starts. We have put up one on our Facebook already.

Question 36:

Roof structure original, correct slope, height, to remain

Response 36:

If the roof is changed this will have to return as before. This is the case with the roof on the side of Dominicanessestraat. See old picture on Facebook page of MB

Question 37:

Roof tiles original/ Asbestos original, to remain or to be removed

Response 37:

Roof tiles original, asbestos to be removed. Take in account the rules of DTI for this. The asbestos can become aluminium but waves and color to remain as original on roof. This has to be investigated.

Question 38:

Wooden beam structure to be restored

Response 38:

Only if in view

Question 39:

Existing (original) floor tiles ground floor to remain where possible?

Original (wood) ceilings, ground and first floor, to be restored?

Some windows seem to be originally half-round; to be restored?

Response 39:

Existing (original) floor tiles ground floor to remain where possible? Yes

Original (wood) ceilings, ground and first floor, to be restored? Yes

Some windows seem to be originally half-round; to be restored? Yes

Question 40:

Columns of the chapel seem to be in a very bad structural state, are these to be renewed completely or will these have to be renovated

Response 40:

You will have to get advice from your structural engineer. The can probably be restored from interior to exterior. Size will have to be kept intact.

Question 41:

Will the existing sheetrock walls remain, or can these be demolished in order to redesign the new floor plan?

Response 41:

If the existing sheetrock walls are not historical this can be demolished.

Question 42:

HVAC system shall be individually controlled and use a central unit? Any preferred system (VRF, Duct system)?

Response 42:

To be determined when designing after measurement have been done and available space is known with ceilings, open ceilings, etc. From monumental views, no compressors, units, pipes can be put in view on the exterior.

Question 43:

Does the renovated building need to be protected by a new lightning protection system?

Response 43:

Not obligated

Question 44:

What possible 'force majeure and additional services which may be requested by the UNDP Project manager' could this imply?

Response 44:

Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of the contractor. The contractor acknowledges and agrees that, with respect to any obligations under the Contract that the contractor must perform in or for any areas in which UNDP is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations, any delay or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the Contract.

Question 45:

Are there any specifications of the various furniture that must be included into the consultant's TOR

Response 45:

It needs to be discussed what furniture the UA will bring with it to the new building and what furniture needs to be purchased additionally. This also depends on the architects plans and further consultation on this part.

Question 46:

Regarding the fire alarm system

a. building will require all new detection system such as smoke detector. b. Need to include sprinkler system?

Response 46:

a. Yes building needs to be equipped with a new fire detection system

b. Sprinkler installation is included in all 4 laboratories (2 inside the building, 2 outside in modular labs)

Question 47:

New IT -system, what are the requirements?

Response 47:

UA needs an IT infrastructure throughout the whole building for network access : network cabling to transfer data between switches, routers, SAN's, Access Points (Wifi), security, end-points. etc.

Question 48:

Is there more information known of the 'prefabricated modular laboratories', specifications, layout etc. Does consultant 'only' need to design, calculate and make drawings of the foundation?

Response 48:

The (Bio) chemical lab will be a pre-fab modular lab. We are working on verification with KU Leuven and with potential suppliers on the dimensions of these. This will be clear before end of 2019. These modular labs need to be placed on concrete foundations.