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AMENDMENT NO.1

Date: 25 November 2019

Subject: Amendment Nr.1 To ITB for “Supply and Installation of Conveyor Belt Waste Transfer Station” within the scope of Turkey Resilience Project in Response to the Syria Crisis; Municipal Service Delivery

Ref: UNDP-TUR-ITB(MC2)-2019/11

Dear Madam/Sir,

Please find attached “Answers to Questions from Prospective Bidders” and “Minutes of Pre-Bid Conference” in the context of subject ITB issued on 4 November 2019 for “Supply and Installation of Conveyor Belt Waste Transfer Station” 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 bids in response to our subject ITB with the consideration of this amendment, with all other clauses of the ITB remaining valid.

Please be sure that your bids are submitted electronically on or before the submission deadline **on December 2, 2019; 23:59 (GMT - 5, EST, New York)** through UNDP ATLAS e-tendering system (accessible at <https://etendering.partneragencies.org>).

Attachment-1: Answers to Questions from Prospective Proposers

Attachment-2: Minutes of Pre-Bid Conference

Yours Sincerely,

Üsâme Yalçın
Assistant Resident
Representative (Operations)

ATTACHMENT 1- ANSWERS TO QUESTIONS FROM PROSPECTIVE BIDDERS

Question 1: While registration to e-tendering system, we could not insert the complete name of our company to the applicable field. Would it be a problem for the validity of our bid?

Answer 1: The e-tendering system has allowed limited number of characters for the vendor name. You may use abbreviations for registration to the system. This would not result in rejection of your bid, the validity of your bid would be evaluated according to the uploaded bidding documents.

Question 2: How long shall the bid security valid? Is the final date of validity of the Bid 2 December 2019?

Answer 2: The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid. The final date of validity of the Bid is the day, which is 90 days after the submission deadline, 2 March 2019. The bid security shall be valid for a minimum of thirty (30) days after 2 March 2019.

Question 3: Are the invoices acceptable as work completion certificate?

Answer 3: The invoices shall be supported by satisfactory performance/work completion certificate issued by the client in the name of your firm as supplier.

Question 4: Is the bail bond acceptable as the bid security?

Answer 4: No, the only acceptable form of bid security is the bank guarantee as per the template provided by Section 6: Form G of the ITB.

Question 5: Is the feeding waste to the station pre-pressed on the garbage truck?

Answer 5: Yes, the waste is pressed in the garbage truck before feeding to the station.

Question 6: Is the movable part of the station self-propelled mechanical equipment or traction vehicle?

Answer 6: The movable part of the station shall be self-propelled mechanical equipment.

Question 7: Are the connection points available for electricity and water on the installation site of the transfer station?

Answer 7: The utility connection points will be provided by the beneficiary on the installation site. The connection points will be located in line with the proposed design of the waste transfer station.

Question 8: Is Turkish acceptable for preparation of technical bid?

Answer 8: The language of the bid shall be English, responses in Turkish will not be accepted.

Question 9: If the Bid is submitted as a Joint Venture/Consortium/Association, should each member meet the minimum evaluation criteria? Shall the company related documents be submitted for each member, i.e. company profile, business registration?

Answer 9: As per the section 4; If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified. The exception for that are only for the previous similar experience and financial standing criteria. These criteria could be met cumulatively by the members of JV/Consortium. For instance, the bid of the JV/Consortium will be accepted in case one of the members has average annual turnover of USD 10,000 and the other has average annual turnover of USD 240,000.

In case of JV/consortium;

- Form C shall be completed and submitted with a notarized JV/Consortium/Association agreement within the bid.
- Form B shall be submitted separately for each member with company documents for each member.

ATTACHMENT 2- MINUTES OF PRE-BID CONFERENCE

Pre-bid conference was conducted on 25 November 2019, 10:00 am, at the premises of UNDP Country Office(Turkey), as stipulated by the Bid Data Sheet.

The prospective bidders were firstly informed that no verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in this Minutes of the Pre-Bid Conference or issued/posted as an amendment to ITB.

The following provisions of the ITB were emphasized prior to getting questions from the prospective bidders.

- The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in English.
- Bid validity period shall be minimum 90 days starting from the submission deadline.
- The currency of the bid shall be United States Dollar. The currency of payment is as follows; If the Contractor is registered and operating in Turkey, the payment shall be realized in Turkish Liras (TRY). Otherwise, the payments shall be affected in United States Dollar.
- A Bid Security shall be provided in the amount of USD 5,000 using the template given in Section 6 of ITB without any change from the template. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid.
- UN and its subsidiary organs are exempt from all taxes. Therefore, bidders shall prepare their Bids excluding Value Added Tax (VAT). It is the Bidder's responsibility to learn from relevant authorities (Ministry of Finance) and/or to review/confirm published procedures and to consult with a certified financial consultant as needed to confirm the scope and procedures of VAT exemption application as per VAT Law, Ministry of Finance's General Communiqués. The Contractor to be selected shall not be entitled to receive any amount over its Bid price in relation to VAT, Special Consumption Tax and any other applicable taxes.
- As the minimum qualification criterion, the bidders must have successfully completed minimum two contracts of similar value for supply of municipal waste vehicles, machinery or equipment implemented over the last three years. If the value of the previous experience is in a different currency than USD, the value of the contract shall be converted to USD through use of UN operational rate of exchange which was effective on the date of contract for the previous experience. UN operational rate of exchange are available at the following website: <https://treasury.un.org/operationalrates/OperationalRates.php#E>
- As the minimum qualification criteria, the bidders shall have minimum **average** annual turnover of USD 250,000 for the last three years. The prospective bidders were reminded that the USD amount pertaining to each of three years (2016, 2017 and 2018) shall be calculated through use of UN operational rate of exchange which was effective for 31 December of each corresponding year. UN operational rate of exchange are available at the following website: <https://treasury.un.org/operationalrates/OperationalRates.php#E>.
- Bidders shall provide descriptive responses in line with the sections of Form E: Format of Technical Bid, failure to provide the descriptive responses will be viewed as non-responsive.
- The bidders shall submit their bid through UNDP ATLAS e-tendering system accessible at <https://etendering.partneragencies.org>.

In the second session of the pre-bid conference, the prospective bidder was briefed on registration and bid submission through UNDP e-tendering system.