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BIDDER'S CONFERENCE – MINUTES OF MEETING, Q&A and Amendment
RFP/UNDP/EU-MTRE3/46260/0031/2019

Assignment Name:

Detailed Feasibility Study for Installation of Solar-PV Hybrid Power Plant in Manado Tua & Nain Islands, North Sulawesi Province

Date and Time:

28 November 2019 at 1330 hrs (MTRE3's meeting room, Menara Ravindo 6th floor)

Closing Date:

Please refer to the e-tendering system with event ID: 4941

TO ALL INTERESTED BIDDERS

Introduction and Guidance		
Information		<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none">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 Forms5. Q & A (going through all sessions) <p><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></p>
Q&A session is incorporated into the below minutes		
1	Q	Please explain about UNDP's responsibility on the required travel plan, and do travel time included as working time?
	A	The travel plan stated in the tender document served as the minimum requirement and Bidders allowed to propose more depending on the proposed approach and methodology and be sure to be stated in the financial proposal as well. No, travel time is not included as working time
2	Q	Should we bid in both of the currencies?
	A	No, for local bidder can only submit in IDR, and for International Bidder should choose one of the currencies

3	Q	should we includes how many times that site visit we will do in the proposal?
	A	Yes
4	Q	Do we need to submit Bid Security
	A	No
5	Q	What is the maximum file size of the documents?
	A	The maximum size per document is 35 MB but it is recommended no more than 15 mb per file for speedy uploading process
6	Q	How many households exist in both locations? And the Integrated solar system as a hybrid or should we use battery?
	A	Around 700 households in Manado Tua and around 400 households in Nain Island. More information can be found in initial survey document. From the initial survey and seeing the existing PLN's system in these islands the hybrid system is suggested. Batteries may be used for backup but not as the main storage. The expectation is to reduce diesel fuel consumption during the day and diesel genset during the night to provide 24 hours electricity supply.
7	Q	For the aerial imagery do we need GIS or we could use Google Earth instead.
	A	Yes, you could use google earth or other application.
8	Q	Do both of the islands have the same conditions in term of electricity generation?
	A	Yes. Both islands are having electricity from diesel-fuel power generation for limited supply 6 to 12 hours.
9	Q	Can we submit the draft in English?
	A	Yes as long as the Indonesian version is also submitted. Per TOR, the draft need to be summited in Indonesian and the final document should be in Indonesian and English
10	Q	Is it okay if we use the experts outside from Indonesia? Do the master's degree of the project leader mandatory?
	A	Yes, it is okay. And the master's degree is mandatory for project leader.
11	Q	Do the load profile and power generation data will be given by PLN?
	A	We will facilitate to get the data from PLN and provide it to the selected contractor.
12	Q	Are the lands that will be used for the required installation of Solar-PV Hybrid Power Plant rented or bought since in some area it would require a down payment
	A	As the construction cost will be grant, it cannot be used for renting or purchasing land. So the assumption in this Feasibility study should not include cost for land acquisition, rather the land will be lent/donated by villagers or village. In this study it is expected to get information on the land availability and willingness of the owner for its utilization. Not necessary to get the letter of commitment from the land owner at this stage.
13	Q	Do we need another study for the transmission of power distribution?
	A	No, it is sufficient to get existing transmission/distribution line of PLN's because the hybrid project will use the PLN's grid.
14	Q	Do we need to calculate the price/kWh based on full investment of the project or only considering the cost for operation and maintenance?
	A	Two cost estimate scenarios are expected in this FS when calculating price/kWh: one is if the project is full investment and the second is the

		project is from grant. For the latter, price/kWh is estimated only for operation and maintenance.																			
15	Q	Is there any obligatory numbers of the experts?																			
	A	The minimum requirement already stated in the ToR and Bidders could add more experts or personnel																			
16	Q	Is the Owner estimation available?																			
	A	UNDP doesn't disclose any budget information																			
17	Q	Do we need to fulfil every 5 aspects of the ToR in submitting report for 2 nd deliverable?																			
	A	Yes.																			
18	Q	Financial payment mechanism, do we need to create agreement between village and PLN?																			
	A	No agreement is needed at this stage. Since the customers will be PLN's, the FS study should suggest possible mechanism for financial cooperation between PLN and village (as the assets owner of solar PV power plant) to ensure sustainability.																			
19	Q	Do they already use energy limiter																			
	A	No, but they use prepaid electricity meter																			
20	Q	Does the required service under this RFP also applied to public facilities e.g. mosque, church, etc. available in those two villages																			
	A	Yes. As they are also existing PLN's customer. Also, the FS is expected to identify local economic activities that can be improved with more electricity supply.																			
Amendmen t to the RFP	1																				
	2	Page 15 - amended and should be written as follow:																			
		<table><tr><th>No</th><th>Expected Outputs</th><th>Key Activities</th><th>Remarks</th></tr><tr><td>1</td><td>Detail Workplan</td><td>Detailed workplan.</td><td>Site visit reports can be provided by UNDP if required.</td></tr><tr><td>2</td><td>Draft Detailed Feasibility report.</td><td><ul style="list-style-type: none">Conduct visits and detailed-feasibility study in project sitesMeeting with key stakeholders relevant to the project.Assess and design solar PV hybrid power generation systems according to the scope of works.</td><td>Draft Feasibility study should be submitted in Indonesian.</td></tr><tr><td>3</td><td><ul style="list-style-type: none">Final Detailed Feasibility study report.Presentation material summarizing the result of Feasibility</td><td><ul style="list-style-type: none">Finalization of Feasibility study by taking into account reviewers feedback.Submission of summary presentation of the feasibility study.</td><td>Both report and presentation material should be submitted in English and Indonesian versions.</td></tr></table>				No	Expected Outputs	Key Activities	Remarks	1	Detail Workplan	Detailed workplan.	Site visit reports can be provided by UNDP if required.	2	Draft Detailed Feasibility report.	<ul style="list-style-type: none">Conduct visits and detailed-feasibility study in project sitesMeeting with key stakeholders relevant to the project.Assess and design solar PV hybrid power generation systems according to the scope of works.	Draft Feasibility study should be submitted in Indonesian.	3	<ul style="list-style-type: none">Final Detailed Feasibility study report.Presentation material summarizing the result of Feasibility	<ul style="list-style-type: none">Finalization of Feasibility study by taking into account reviewers feedback.Submission of summary presentation of the feasibility study.	Both report and presentation material should be submitted in English and Indonesian versions.
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Attachment to the MoM		Additional information is provided: initial survey document for Manado Tua and Nain islands.		

Jakarta, 28 November 2019