

Minutes of Pre-Bid Meeting

ITB - 056/14 Establishment of Mini Playgrounds in Al Dair & Al Nashwah, in the Majnoon Area of Basrah, Iraq

Date: 19th August 2014.
Time: 10:30AM – 13:30AM
Venue: BDS Meeting Room.

1 VENUE

The meeting was held at Basrah Development Services (BDS) Office in Basrah, Iraq. UNDP representatives from Amman, Jordan participated in the meeting via Skype.

2 ATTENDANCE

The meeting was attended by the following companies/organization and represented by persons as listed below:

#	Name	Position	Company / Organization
1	Jan Roodt	Multi Sectoral Programme Advisor	UNDP
2	Sherali Toshmurodov	Procurement Analyst	UNDP
3	Ibrahim Al Moussa	Civil Engineer	UNDP
4	Sinan Shakir	Regional Programme Coordinator	BDS
5	Mohammed Mahmood	IT / Database Specialist	BDS
6	Nawar Abdul Bassit	Civil Engineer	BDS
7	Alaa Kasim	Manager, Basrah Office	Al-Sami Co.
8	Mahmood Ahmed	General Manager	Al-Fardan Co.
9	Salman S. Jassim	Manager, Basrah Office	Basrah-Eurolane Co.
10	Adel Salman	Vice President	TAAZ Group
11	Haidar M. Bahar	Projects Manager	Al-Qubba Co.
12	Maytham Jaffer	Manager	Naseem Al-Hadeer Co.

3 INTRODUCTION

UNDP welcomed all and gave a background to the project as it part of Shell's road safety initiative in the area of Majnoon, UNDP has identified the need to construct playgrounds and mini-football fields. The playground areas will provide a safe place for children to play and families to congregate away from the busy roads used by large trucks operating at Majnoon that run through the communities.

4 PRESENTATION

UNDP-Iraq gave a detailed presentation of the ITB document on:

- Section 1 – Letter of Invitation



- Section 2 – Instructions to Bidders (including Data Sheet)
- Section 3 – Schedule of Requirements and Technical Specifications
- Section 4 – Bid Submission Form
- Section 5 – Documents Establishing the Eligibility and Qualifications of the Bidder
- Section 6 – Technical Bid Form
- Section 7 – Price Schedule Form
- Section 8 – Form for Bid Security
- Section 9 – Form for Performance Security
- Section 10 – Form for Advanced Payment Guarantee
- Section 11 – Contract to be Signed, including General Terms and Conditions

5 AMENDMENT NO. 1

Amendment No. 1 will be issued with these minutes of the meeting to amend/revise certain clauses of the ITB.

6 QUESTIONS AND ANSWERS

6.1 QUESTION NO. 1:

Representative of Naseem Al-Hadatha Company asked about the ownership of the land and whether there are problems and conflicts thereon.

- ANSWER NO. 1: UNDP is not aware of any problems with ownership of the land and official approvals have been obtained from the Local Councils confirming that the land allocated for the Playgrounds belongs to the Local Authorities.

6.2 QUESTION NO. 2:

Representative of Naseem Al-Hadeer Company commented about the technical specifications and the lay out of the playgrounds in terms of security and safety for the children and proximity from their relatives.

- ANSWER NO. 2: Bidders are referred to UNDP's General Technical Specification for Building Construction Works in Iraq, Section 24 "External Works" which pertain to this project to pay special attention to Clause 24.8 "Play Field and Park Equipment" which states the following on International Standards:

The following standards are referred to in this Part:

- EN 1176: *Playground Equipment Standard*
- EN 1177: *Impact Attenuating Playground Surfacing - Determination of Critical Fall Height*
- ISO 1459: *Metallic Coatings-Protection against Corrosion by Hot Dip Galvanizing-Guiding Principles*
- ISO 752: *Zinc Ingots*
- EN ISO 1460: *Metallic Coatings-Hot Dip Galvanized Coatings on Ferrous Material-Determination of the Mass per Unit Area - Gravimetric Methods*
- EN ISO 2178: *Non-magnetic Coatings on Substrate-Measurement of coating Thickness-Magnetic Method*



Bidder's attention is also drawn to Section 25 "Landscape" which sets the standards and requirements for landscaping.

6.3 QUESTION NO. 3:

Representative of Naseem Al-Hadatha Co. commented on the design of the surface layer because if it is of sub-base type (b) then it will be hard and could cause serious injuries for children. He also commented on the compression ration required (98%) and said that this is impossible to reach.

- ANSWER NO. 3: UNDP will verify with its consultants and revert back to Bidders on the issue of compaction requirements and safety issues.

6.4 QUESTION NO. 4:

Representative of Naseem Al-Hadeer Company asked about the levels indicated for the natural soil on the sides of the playground lay out and had his own doubts about them.

- ANSWER NO. 4: The current level of the natural soil varies between the playgrounds. Accordingly, in certain cases natural soil maybe required to be imported and compacted which is been allowed for under the quantities in the Price Schedule.

6.5 QUESTION NO. 5:

The bidders asked for the contact details of Cemer Company, Turkey.

- ANSWER NO. 5: The required contact details will be provided to all bidders

6.6 QUESTION NO. 6:

Bidders requested the possibility of UNDP providing them with an Excel version of the Financial Bid

- ANSWER NO. 6: UNDP will provide bidders with the Excel version however, bidders attention is drawn to Clause 2.2 of the Financial Bid stating *"The soft copies issued under separate cover in Word and/or Excel format are issued for the purpose of facilitating bidders in preparation of the Offer however, it remains the Bidders responsibility to ensure that the wording, figures, calculations are in accordance with relevant requirements as stipulated in the relevant sections."*

7 SITE VISIT

All parties agreed to meet at the office of Al Nashwa Local Council around 8:30am on Sunday 24th August 2014 for the purpose of conducting the site visit to each playground

8 CLOSURE

With no further business to discuss the meeting adjourned at 13h30.



9 ATTACHMENTS

- 1 Notes on the Site Visit Meeting
- 2 Contact details of Cemer Company



Notes On The Site Visit Meeting

ITB - 056/14 Establishment of Mini Playgrounds in Al Dair & Al Nashwah, in the Majnoon Area of Basrah, Iraq

Date: 24th August 2014.
Time: 08:30am
Venue: Offices of the Al Nashwah Local Council and visiting the proposed site of the Playgrounds

1 ATTENDANCE

The meeting was attended by the following companies/organization and represented by persons as listed below:

#	Name	Position	Company / Organization
1	Wissam Mahmood	Community Outreach Specialist	BDS
2	Nawar Abdul Bassit	Civil Engineer	BDS
3	Alaa Khasim	Manager, Basrah Office	Al-Sami Co.
4	Haider Ahmed Mahmood	Direct Manager	Al-Fardan Co.
5	Abdul Qahar Yahya	HSE Manager	Al-Fardan
6	Akeel Nasser	Projects Manager	Al-Qubba Co.
7	Maytham Jaffar	Manager	Naseem Al-Hadeer Co.
8	Naemah Saleh	Manager	Dar Al Sarmad Co.
9	Mohammed J.	Manager	Soroooh Al Basrah Co.
10	Ali Kadham	Manager	Al Arad Al Tabia Co.

2 VISIT TO THE PROPOSED PLAYGROUND SITES

All bidders mentioned above visited the sites. During the site visits the following questions were raised:

2.1 Question 1

Representative from Al Qubba Co asked if the land space allocated for each is identical

- ANSWER NO. 1: The land space differs from playground to another. However, the quantities in the Price Schedule makes provision for each Playground as a separate item.

2.2 Question 2

Representative from Al Qubba Co again raised the question on ownership of the land for the proposed playgrounds.



- ANSWER NO. 2: UNDP again confirmed that it is not aware of any problems with ownership of the land and official approvals have been obtained from the Local Councils confirming that the land allocated for the Playgrounds belongs to the Local Authorities. However, will again contact the Local Council for confirmation.

3 **CLOSURE**

- With no further business to discuss the meeting adjourned.

CONTACT DETAILS FOR CEMAR AND DETAILS OF EQUIPMENT

1) Cemer Company, Turkey:

- Contact Person: Mr. Emre ÇAKIR.
- Job Title: Area Sales Executive.
- Address: Cemer Kent Ekipmanları Bahçelievler Mahallesi, Sakarya Caddesi, No:17, Yazıbaşı Beldesi - Torbalı / İZMİR / TÜRKİYE.
- Tel :+90 - 232 - 853 87 04
- Fax :+90 - 232 - 853 97 58
- Mobile: +90 530 246 49 03
- Email: emre.cakir@cemer.com.tr and info@cemer.com.tr
- Website: <http://www.cemer.com.tr>

2) Sadaf Group for General Trading & Furniture Company, Erbil, Iraq:

- Contact Person: Mr. Amang Niyazi Shakir.
- Job Title: General Manager.
- Address: Sixty Street, Ainkawa Junction, Erbil, Iraq.
- Tel :+964 (0) 66 250 8983 & +964 (0) 750 432 2003
- Mobile: + 964 750 498 1292
- Email: amanj_sadaf@hotmail.com
- Website: <http://www.sadaf-group.com>

FITNESS EQUIPMENT

Waist Stretching: Adult - equal or similar to Series CF, Model No. CF 01-1



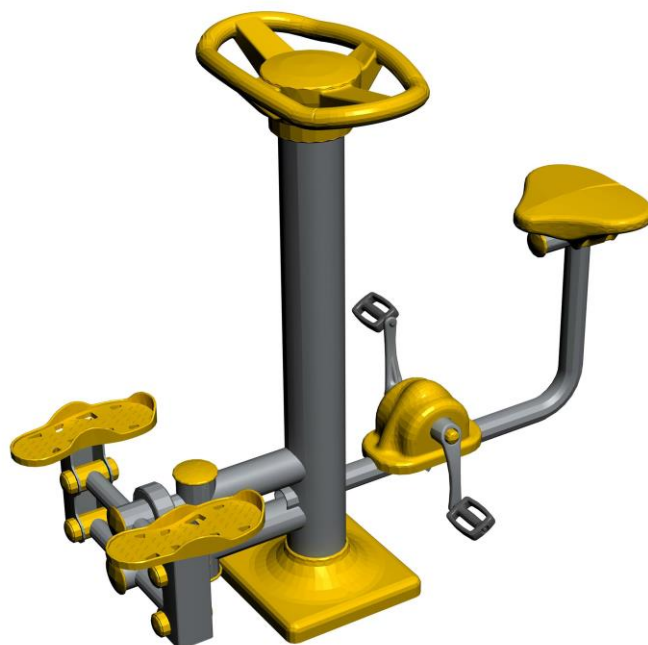
CF 01-1 BEL ESNETME



Cycle and Step: Adult: - equal or similar to Series CF, Model No. CF 02



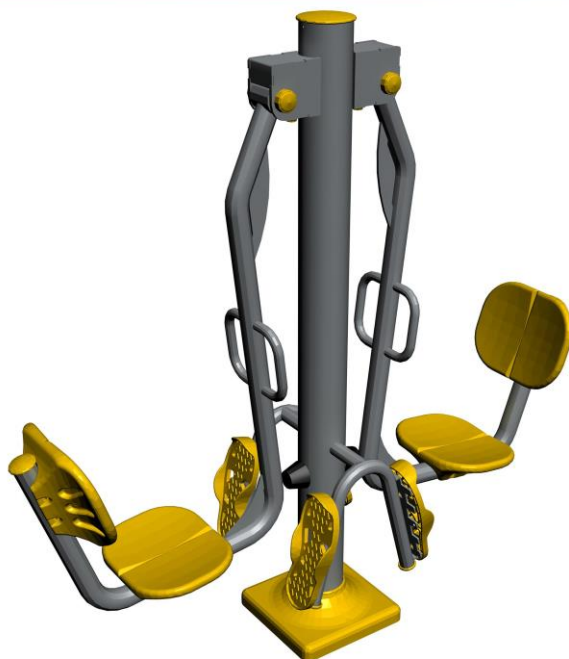
CF 02 BİSİKLET VE STEP



Leg Pushing / Strengthening: Adult: - equal or similar to Series CF, Model No. CF 06



CF 06 BACAĞI İTME



Body Building: Adult: - equal or similar to Series CF, Model No. CF 18-1



CF 18-1 VÜCUT GELİŞTİRME



Mini Fitness Set: Children - equal or similar to Series CFM, Model No. CFM 09



CFM 09

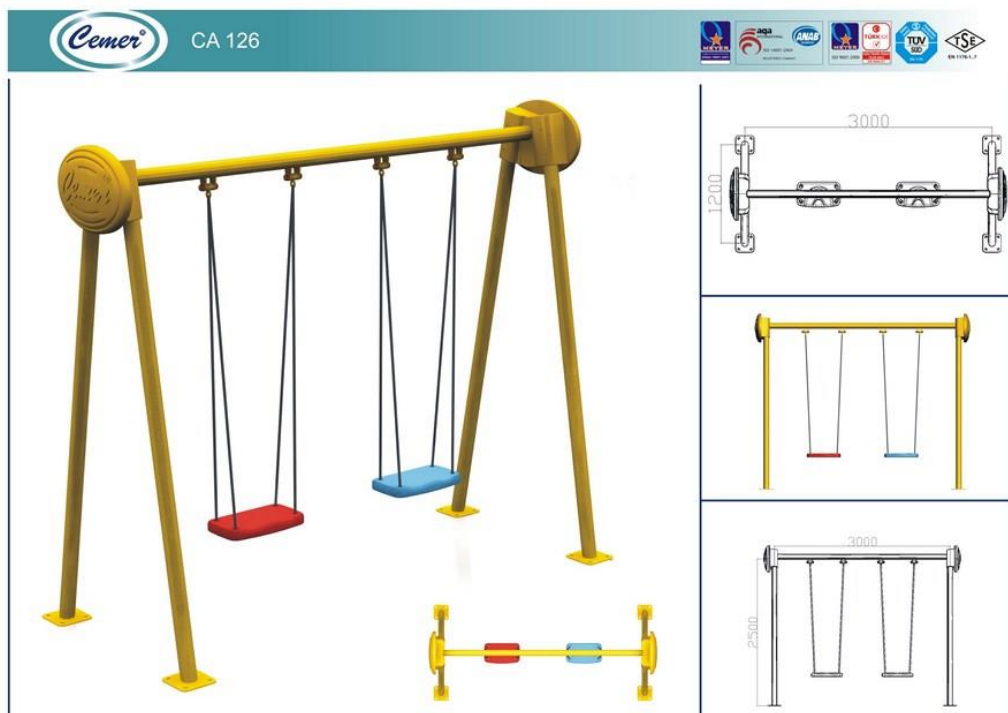


PLAYGROUND EQUIPMENT

Play Tower (Slide & Swing) equal or similar to Daisy Series, Model No. EKOXS 01



Traditional Classic Swing equal or similar to Model No. CA 126



Seesaw equal or similar to Model No. CA 308

