

## Invitation To Bid (ITB) on Flood Defense Structure Pre-Bid Conference Meeting Minutes

Project "Developing Climate Resilient Flood and Flash Flood Management Practices to Protect Vulnerable Communities of Georgia" #00076540

Date: 3 November 2014

Pre-bid conference meeting on ITB on Flood Defense Structure was held on 3 November 2014 in UN House, Conference Room.

Meeting was held by:

Ivane Tsiklauri – Project Manager



Nino Nebieridze – Procurement/Logistics Assistant, UNDP Procurement Unit



Natia Lipartiani – Project Admin Finance Assistant



National Environmental Agency (NEA) representative Victoria Galumova also attended the meeting as a third party observer.

Following company representatives also attended the meeting:

Mshenebeli E.M 2009 represented by Mr. Zaqro Oniania

Individual Entrepreneur Berdia Chanskseliani

Ltd GSP represented by Dimitri Pataridze

Ltd GCC represented by Ketevan Orbeladze

During the meeting the content of ITB was briefly presented and potential bidders were guided how to submit the bid in accordance to ITB requirements. Bidders must submit proposal (in English) in accordance with the list of documents indicated in section 12 of the ITB.

In addition following issues were highlighted to answer the questions from the side of the potential bidders:

- **Warranty issue** – any defects identified during the warranty period (required in ITB) will be assessed by expertize services and respectively identified responsible party shall be responsible for the loss; it should also be considered that current BoQ is forseen for the risk of floods with 100 year return period.
- **Contract Quality Management** – UNDP project engineer will periodically visit the site. for quality assessments and also will certify each deliverable in accordance with ITB requirements;
- **Bid Security** – only bank guarantee letters are acceptable for bid security as well as advance payments; proposed alternative form of letter from insurance company will not be accepted;
- **License for boulders** – in case the company has to harvest the boulders (including explosion works) UNDP in partnership with NEA will assist the wining company in obtaining the relevant license in a timely manner before the commencement of the contract (valid license is pre-contract award criteria);
- **External risks and contract date** – in case the company fails to complete works within contract date liquidated damages shall be imposed. However if the reason of delay will be unfavorable weather conditions, contract could be amended and deadline revised based on proper justification and submission of the letter from meteorological station;
- Georgia versions of BoQs and Technical Descriptions for LOTS will be distributed to the companies who attended the pre-bid conference and will also be uploaded online, however proposals shall only be submitted in English ;