

Pre-Bid Meeting Minutes

of

RFQ for Electrical infrastructure renovation for Rangamati Office

Date : 09.11.2014

Time : 10:30 AM.

Venue : CHTDF Conference Room, Building 2, Rangamati

Participants : CHTDF-UNDP –

1. Shahidul Alam, Systems Engineer, UNDP-CO, Dhaka
2. Md. Hasan Ullah, Admin Associate, CHTDF, Rangamati
3. Protul Dewan, Procurement Associate, CHTDF

Participants from interested organizations: (8 persons from diff. organizations; attached attendance sheet)

Agenda :

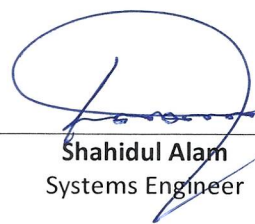
- A. Brief presentation on the RFQ for Electrical infrastructure renovation for Rangamati Office by Mr. Shahidul Alam. Later, bidders visited all the offices and Mr. Shahidul Alam answered/described questions raised by the bidders on spot.
- B. Below changes/amendment has been done in the solicitation document -
 - **Electrical Connectivity:** Five buildings with individual service line and energy meter connected with 10KW, 25KW, 48KW, 22KW and 24KW. One building has residential and commercial and the rest are all commercial. Three building are connected with one X-er and other two buildings are connected with another X-er. One in-house 40 KVA generating source for emergency power backup.
 - **Cable sourcing:** Cable has to procure from the show room of cable manufacturer, in case of different sourcing, testing report has to provide from BUET. Color code must be maintained.
 - **Reusing of cable/equipment:** 15% of cable/equipment cost will be paid as labor charge but prior approval for reusing of cable/ equipment is required.
 - **Using of ATS/CoS:** ATS will be used between Generator and PDB and CoS will be used from PDB to PDB
 - **Delivery period:** 60 days
 - **Delivery schedule:** Required (Weekly basis)
 - **Working schedule:** After office hour and weekend
 - **Liaison with PDB:** Vendor is solely responsible
 - **Defect & liability period:** One year from the completion of the work.
 - **Please edit the following items in BOQ**
 - Item # B2.1 will be 1200 M instead of 600 M
 - Item # B2.2 will be 1200 M instead of 800 M
 - Item # B2.3 will be 400 M instead of 100 M
 - Item # B3.1 will be 1.0 re instead of 1.5 re
 - **Below point would be added in the illegible criteria:**
On site supervisor must have updated class CB&A electrical supervisory license
 - **Extend the Bidding Time :**
22nd November 2014; 12:00 midnight



Protul Dewan
Procurement Associate



Md. Hasan Ullah
Admin. Associate



Shahidul Alam
Systems Engineer