

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: 12 January 2015

Pre-bid conference meeting on ITB on Flood Defense Structure was held on 12 January 2015 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

Project beneficiary, National Environmental Agency (NEA) representative, Taniel Beridze, also attended the meeting as a third party observer.

Following company representatives attended the meeting:

Ltd "Geo Lodi" represented by Kemal Bairakhtiri;

Ltd "Ambrolaurigza-7" represented by Besik Berishvili;

Ltd "Giko" represented by Maia Rusishvili;

Ltd "Inshaat Sakartvelo" represented by Levan Khomeriki;

Ltd "Mshenebeli L.M 2009" represented by Mr. Zaqro Oniani;

During the meeting the content of ITB, including all respective sections, was presented and potential bidders were guided how to submit the bid in an accurate manner and in accordance to ITB requirements.

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 (two years required within 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 Payment and Quality Management** – UNDP project engineer will periodically visit the site for quality assessments and also will certify each deliverable in accordance with ITB requirements. Payment to the contractor will be conducted only after certification of UNDP project engineer on completion of each phase of works. NEA representative, Taniel Beridze also informed that the site will be visited and examined by the agency representatives.;
- **Bid Security** – only bank guarantee letters are acceptable for bid security. Proposed alternative form of letter from insurance company will not be accepted;
- **External risks (flooding and unfavorable weather condition)** – in case the company fails to complete works within contract date, liquidated damages shall be imposed (according to ITB paragraph 13 liquidated damages). However, if the reason of delay will be flooding and unfavorable weather conditions, which may/can require short-term suspension of the construction work, in agreement of both parties, works can be postponed based on proper written justification and confirmation from the contractors supervising engineer and UNDP civil

engineer, together with submission of the letter from meteorological station. However, the total number of days for completion of the works (120 days for each LOT) will not be changed by this.

- **License for boulders** – license on boulders for LOT 1 and LOT 3 should be submitted within the ITB deadline. As for the license on boulders within LOT 2, which includes explosion works, the bidder is allowed not to submit the license within ITB deadline and should indicate that license on explosion works will be obtained in case of winning. It should also be noted that UNDP in partnership with NEA will assist the winning company in obtaining the relevant license in a timely manner before the commencement of the contract (valid license is pre-contract award criteria);
- **Penalty issues during conducting some construction works on the site** – as the construction works project is elaborated by NEA representatives and is agreed with the Ministry of Regional Development and Infrastructure of Georgia, no fines will be imposed on works indicated within BoQ;
- **Tender Evaluation and contract award criteria** – technical responsiveness of the bidder per ITB requirements and lowest price offered per LOT.

In response to the request raised from attendee companies, BoQs, in excel format with the respective Georgian translation and Georgian versions of Technical Specifications of works (included in section 3a of ITB) for LOTs will be distributed to the companies who attended the pre-bid conference meeting and will also be uploaded online. However, as mentioned above proposals shall only be submitted in English.