

**United Nations Development Programme**

Addendum No. 1 dated 16 Feb 2015

[ ITB-2015-015]

**Pre-bid Meeting Minutes – Addendum No 1**

**PAL10-00000070416: Construction 100 Housing Units To Re Housing the Affected Palestinian families in Gaza Strip**

**Package 07 - Residential Buildings A7 & B8**

**Package 08 - Residential Buildings B5 & B6**

**Issue Date: 4 Feb 2015**

**Closing Date & time : 24 February 2015 at 10 a.m.**

**Extended Closing Date & time : N/A**

Dear Bidders,

This correspondence pertaining to the above-mentioned project should be considered as an integral part of the tender documents. Below please find the UNDP/PAPP clarifications and an official reply to all inquiries raised by participant bidders following the pre-bid meeting/site visit which was held on **12 February 2015**.

The following clarifications are considered as Addendum No. 1 to the Invitation to Bid, which shall be deemed to form and be read as part of the tender:

1. All participating Bidders shall provide all Evaluation Criteria Requirements as shown in the Invitation to Bid.
2. Unit rate in US\$ not including VAT.
3. Unit prices shall include any Bank Charges due to payments transfer.
4. Contractors shall provide labour insurance with an amount of 15% of the contract value, all as per resulting contract terms and conditions.
5. The delay penalties will be deducted from each payment made to the contractor of an amount of US\$ 600 for each day of delay in accordance to the approved time schedule for the project.
6. Payments to the contractors will be according to the submitted cash flow diagram.
7. All imported materials or equipment, submitted by the contractor as substitute to the specified, will be accepted and considered equally approved as long as they are:
  - equal in quality, durability and efficiency, all to UNDP engineer judgment.
  - represented in the country by a reputable, qualified and credible agent.
8. Winning Contractor will be responsible for the submission of safety procedure plan for approval. Safety measures are an important part of the project. All workers on site shall use safety tools and wear Safety uniforms, to be all in accordance with contract Safety requirements (Section 12 of the ITB) and UNDP' Engineer instructions. The bidders shall include in their prices the provision of the necessary insurances for the project in accordance with the general terms and condition of contract, and enough to cover the expected risk in the works. As per clause 23 of the general



**United Nations Development Programme**

**Addendum No. 1 dated 16 Feb 2015**

**[ ITB-2015-015]**

- conditions, the contractor is obligated to furnish the insurance policies before commencing the Works.
9. Working hours for the project is from 08 a.m. to 3 p.m., Sunday through Thursday. No work on Saturdays. Contractor who needs to work after these times must take the prior approval of the engineer.
  10. Bidders shall furnish, when requested, price analysis for any or all items in the Bill of Quantities.
  11. The Winning Contractor shall be responsible for installing and fixing two (2) signboards of size 350x200cm to be located on places indicated by UNDP Site Engineer.
  12. The contractor shall consider gender equality when recruiting its technical staff.
  13. Transportation and communication fees shall be provided for the movement of supervision team to locations directly connected to the project activities within the Gaza Strip in addition to expense related to the means of communication on site for the supervision team. The same applies to any related expenses for the contractor himself and his staff.
  14. The Wining Contractor shall secure all materials within the mobilization period that doesn't exceed
  15. Activities on site can be only commenced after 7 days. In case of failure in securing the materials, UNDP has the full right to terminate the contract without bearing financial implications.
  16. In case UNDP imposes suspension longer than one (1) month on the project, only the following will be paid for:
    - Security guard for the project if needed.
    - Cost of extension of insurance policy and bank guarantees.
    - Salary of the project manager.
- All project equipment will not be compensated for, as well as any incurring costs related to staff or subcontractors. The maximum period of suspension will not be more than 60 days at maximum. When suspension is released, the Contractor will be allowed seven (7) days for re-mobilization and the period of contract will be extended accordingly.
17. UNDP has the right to exclude any bidder who has current work load that may put the implementation of the project under high risk.
  18. UNDP confirms that the technical staff should be engaged on site on full time basis and have the sufficient experience and capabilities of carrying out their duties. UNDP will deduct the amount of US\$ 25 for each day of the absence of any member of technical staff in the interim payments to the contractor and these discounts non-refundable.
  19. The contractor shall take his precautions during the excavation for the foundation so that the existing infrastructure and facilities are not damaged. In case any damage occurred to the infrastructure and facilities, the contractor should remedy this damage on his own expense.
  20. Since more than one Contractor will be available on site at the same time, the Wining Contractor shall coordinate with the other Contractors to facilitate accessibility and other work-related issues.
  21. The United Nations Development Programme UNDP will facilitate the coordination of access to materials required for the project (dual-use materials such as gravel, cement, steel and base coarse or any material that need to access coordination). In case of coordination for the dual-





**United Nations Development Programme**

**Addendum No. 1 dated 16 Feb 2015**

**[ ITB-2015-015 ]**

- use items process failed after signing the contract and before the actual start of the preparatory work, UNDP is entitled to terminate the contract without any financial obligations resulting from termination of the contract process.
22. The Contractor shall provide an accurate inventory of the quantities of materials that need to coordinate for the project of dual-use previously mentioned to be reviewed and approved by the United Nations Development Programme UNDP.
  23. Before giving the order to commence work, a plan of action for the supply of materials in batches adequate with the implementation schedule of activities at the site. The time between the entry of materials and their use in the project work for should not exceed two weeks bearing in mind that materials will be transferred under the supervision of UNDP to UNDP stores at Karni industrial zone where it will be stored and will be discharged according to the work plan and schedule and in the quantities needed for work, knowing that the coordination process of the materials will be done in two stages, and not exceed the time limit for the use of materials in two weeks. Cement will be stored specifically in UNDP stores in Karni industrial zone and is used as needed to work the quantity per day so as not to keep any amount of cement outside UNDP stores at the daily project work to be completed. It is not all owed for any amount of cement to stay at the work site or factory after the completion of the daily works and the contractor shall transfer the remaining cement to the UNDP stores in Carney at his own costs.
  24. The contractor Shall not be allowed to use the dual-use items without taking the written consent and under the clear and comprehensive control of UNDP engineers and UNDP team of coordination for materials as part of a comprehensive action coordination plan within the concrete factories or for site with taking all approved documentation for the process of using the material for the purpose of the allocated measures.
  25. The contractor will not be allowed to get rid of any materials without authorized control, monitoring and documentation of coordinating materials team in UNDP and after taking approvals on where and how to dispose of these materials.
  26. The Contractor is fully responsible for any costs related materials' upload, download and unloading of materials from the Israeli border crossings such as Karim Shalom to the United Nations Development Programme stores and in the Karni industrial zone as well as the costs of the transfer of materials from the warehouse at the Karni and work sites in the project and to the operational factories if necessary, these include costs of equipment and labor used in the loading and unloading and the unloading process. Note that the transport of materials may be on a daily basis according to the needs of work and the contractor shall bear all the costs of these transportations.
  27. Coordination and supervision teams will be monitoring and examining the materials used in the manufacturing and job mixing ratios to make to ensure the quality of the mixture of the manufacturer and the Contractor to facilitate the task of the engineer inside the factory
  28. The aggregate requested for the project amounts commensurate with the project schedule.
  29. The steel will be immediately processed by cutting according to work requirements and, after taking; the necessary tests and check the results.
  30. After the end of the project , excess quantities of materials will be back to the stores the UNDP and the contractor is allowed to sell any contractor with the contractor or by the UNDP within the projects have been taken previously approved for the introduction of materials

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**United Nations Development Programme**

**Addendum No. 1 dated 16 Feb 2015**

[ ITB-2015-015]

31. The contractor shall submit pledge and commitment (stamp and signature) to preserve the material within the site or factories and so would prejudice to terminate the contract and the contractor excluded from involvement in projects of UNDP in the future.
32. The Contractor Job mix work and that of the quantities supplied to the project for each type of concrete project types in the B300, B250, B200 with the work required and submit to supervision device tests for adoption and are loaded cost of these works on the project items
33. The Contractor is fully responsible for the protection and preservation of the quantities supplied materials, either on-site or even in the factory, if necessary, the Contractor shall bear all costs so according to the agreed plan of action with the United Nations Development Programme UNDP
34. In the items of excavation and backfilling the contractor should consider the existing level of natural ground on site and the different levels in the buildings.
35. Metal works for doors the frame 3mm thick galvanized steel and the door leaf 2 mm thick.
36. A site visit was made on the same day of pre-bid meeting.

**Interested bidders shall acknowledge receipt of this addendum/pre-bid minutes by returning/including it, signed and stamped, with their bids.**

For your kind attention and reference,

Sincerely Yours,

For

Khaled Shahwan

Deputy Special Representative (Operations)

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