



Addendum No. 1 dated 5 March 2015

[ ITB-2015-039]

Pre-bid Meeting Minutes – Addendum No 1

[ITB-2015-039]: LOT#10: Site Preparation and Crushing of Concrete Rubble.

Issue Date: February 24, 2015

Closing Date & time : 12 March 2015

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 **March 4, 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 Minimum Qualifying Criteria Requirements as shown in the Invitation to Bid (page 5, 6 and 7 of the ITB). It is mandatory to provide all required documents within your offer. The evaluation will be based on Pass or Fail Criteria. Any Missing documents will lead to disregard the submitted offer on the basis of not being responsive to tender requirement.
2. It is required that Offers shall be submitted in two separate sealed envelopes, one containing the Minimum Qualifying Criteria Requirements and one the financial proposal. Both Envelopes shall be sealed in one outer envelope.
3. A two-stage procedure is utilized in evaluating the submitted offers, with evaluation of the Minimum Qualifying Criteria (Pass/ fail) prior to any price proposal being opened and compared. The price proposal of the offers will be opened only for submissions that passed the minimum Qualifying Criteria.
4. There will be No Public Bid Opening.
5. Unit rate in US\$ not including VAT.
6. Bidders are solely responsible for the change of prices of the materials in the market as well as the fluctuation of USD. UNDP/PAPP will not liquidate any damages related to this subject.
7. Bidders shall submit tax clearance certificate.
8. Unit prices shall include any Bank Charges due to payments transfer.
9. The Winning Contractor shall submit performance Security within seven (7) days of receipt of the Contract from UNDP/PAPP for an amount of 10% of the total price of the contract. The Performance Guarantee shall be valid for a period of 17 months after the intended completion date.
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11. Bid Guarantee USD50,000.0 Valid for 120 days..
12. Contractors shall provide labour insurance with an amount of 15% of the contract value.
13. The Winning Contractor shall be responsible for installing and fixing two (2) signboards of size 350x200cm to be located on places indicated by UNDP/PAPP Site Engineer.
14. Winning Contractor will be responsible of 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) and UNDP/PAPP' 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 conditions, the contractor is obligated to furnish the insurance policies before commencing the Works. **Risks of UXOs should be included in insurance certificate**
15. Working hours in the project is from 8 a.m. to 3 p.m. Sunday through Thursday. Any extension of time will not be authorized unless presented in the work plan and approved by UNDP/PAPP supervisor.
16. The contractor shall consider gender balance when recruiting its technical staff.
17. After completion of the project, the contractor is to submit as built drawings on computer CD (3No.s) and three copies of prints (A2) including the coordinates of all the activities related to the project according the city coordinates.
18. 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.
19. Securing the construction spare parts, materials, and fuel such as aggregate, cement, bitumen, base course ...etc. is the contractor's responsibility.
20. In addition to the mobilization requirement in ITB m the contractor must provide mobile container including small office and WC for the supervision team.
21. UNDP/PAPP confirms that the technical staff should be engaged on site on full time basis and has the sufficient experience and capabilities of carrying out their duties. UNDP/PAPP will deduct the amount of \$ 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.
22. In case of delegating the works by contractor to subcontractor/s, the contractor has to obtain UNDP approval on the subcontractor. UNDP has the right to reject any subcontractor who does

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- not meet UNDP eligible criteria. All winning contractors and subcontractors are subject to USAID vetting process before signing the contract.
23. The bidders should read and consider in his price the attached Special Specifications.
  24. The contractor is responsible to make all the arrangements with the local authorities (municipalities, Pal Tel, traffic, GEDCO, etc) to perform the required tasks and he must abide to local rules and norms at his expenses. UNDP will not bear any responsibility to such arrangements.
  25. All quantities in the BOQ are an estimated quantities, UNDP is not responsible for the increase or decrease of any item in the BOQ as per the Information for Bidders even if this increase or decrease exceeds 25% of total quantities or even for each item separately. Bidders have to make their own visits to all sites and verify the needs of each site and price accordingly. The site conditions are changing and this will be considered expected situation. In case of any changes in quantities (increase or decrease), same rates quoted will be utilized.
  26. All trucks and equipment that will be used in the contract's activities should have a valid license and insurance policies.
  27. In all items, asbestos removal should be carried out according to methodology included in contract's document and should be stored according to the instruction of the engineer in special place near UNDP crushing site.
  28. In case of existing UXOs, the contractor is responsible to coordinate with UNMAS team to support UXOs removal. No work will be performed in such sites with existing of UXOs prior obtaining UNMAS approval. All UXOs support is included in UNIT price.
  29. The contractor should satisfy all safety measures for both: site and labors according to contract's documents. Insurance certificates should include risks from UXOs
  30. Specification for Sand and Clay should be according to Palestinian Standard for these material
  31. All bidders should include provision of transport facility (car model 2012 at least, motor 1440 cc) to be available on site 24/24 to serve for the movement of the supervision team including supply of fuel for the car (at least 800 NIS /month)
  32. Item 4: no need for electronic gate just manual sliding gate is required.
  33. Crusher should be approved by UNDP (capacity 700-1000 ton/day with Magnetic System).

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,

Khaled Shahwan

Deputy Special Representative (Operations)

