

**Addendum No. 1 dated 17 July 2018**

[ RFQ-PAL-0000049866]

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

**RFQ-PAL-0000049866 - Construction of Water Well at Gaza Industrial Estate (GIE):**

**Issue Date: 10 July 2018**

**Closing Date & time: 25 July 2018.at 12.00 noon .**

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 **17 July 2018**.

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\$ Currency not including VAT.
3. Unit prices shall include any Bank Charges due to payments transfer.
4. The delay penalties will be deducted from each payment made to the contractor of an amount of US\$100 for each day of delay accordance to the approved time schedule for the project, that will be deducted from running payments according to progress of time schedule, at the end of project these deductions will be refunded in case of no delay occur.
5. 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, engineers and visitors on site shall use safety tools and wear Safety uniforms, to be all in accordance with contract Safety requirements 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 conditions, the contractor is obligated to furnish the insurance policies before commencing the Works. The price shall also include protection of the existing equipment's, electrotechnical, Generators, ...etc.
6. 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.
7. UNDP will be responsible for VAT Exemption only, tax, customs and duties exemption will be the contractor's responsibility only.
8. Bidders shall furnish actual price analysis for all items in the Bill of Quantities, cash flow and time schedule. Accordingly, no claim will be accepted to complete the works according to common practices, technics, and specification to achieve high quality of works. The price analysis should show inclusion of temporary works, transportation and safety.
9. Rates of items shall include such costs for safely measures/dismantling/ reinstalling/ demolishing/ proper storage and removal of materials/items/utilities/protection of existing items, devices or any kind of obstacles requires to complete different contract items. The price shall also include any needed reinstatement activities to professionally work activities, the price shall also include costs for the removed of any surplus unwanted materials to locations identified by the engineer.
10. All imported materials or equipment, submitted by the contractor as an equivalent 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.
11. The contract shall be awarded to the qualified bidder who has submitted the lowest-price, technically acceptable and responsive offer.
  12. Contractor shall take into consideration that costs for all – direct and indirect works and their relevant expenses required for proper implementation of the project including temporary items including toilets for men and women for contractors and supervisor staff.
  13. The Winning Contractor shall be responsible for installing and fixing **(1) signboard** of size 250x100cm to be located on the place indicated by UNDP Site Engineer. At the end of project, the contractor will install **(1) Karara marble board** to be located on the place indicated by UNDP. The size 120x 100x 3 cm including all logos and necessary engraved text to be installed on each site.
  14. A rented automatic car at least model 2015 is to be available along the project working day for the use of the supervision team only, **including 1000 NIS for fuel per month**. The mentioned transportation facility will be availed during the full implementation of the project until successful hand over.
  15. Throughout the whole implementation period, **one engineer** of three years' experience will be paid an amount of **USD 750 per month**. The engineer will be appointed by the supervision and report directly to the supervision team and will attend from commencement of mobilization works until the preliminary handing over certificate is signed.
  16. The Wining Contractor shall secure all materials within the mobilization period and store them in UNDP stores. The quantities delivered to the site will not exceed the consumption of activities for one day. All relevant transport expenses are deemed included within the unit price of items.
  17. Mobilization period is seven days and works has to start immediately.
  18. The contractor must directly start the purchase of all materials in the bill of quantities after receiving the approval of materials, and he must provide the UNDP with all the required documents, which confirm the purchase of materials with invoices, and LC of the bank. In case the contractor has delayed in issuance of purchase order for the materials, UNDP has the full right to terminate the contract without bearing financial implications. On delays that are unjustified. Such delays will be included in delay report and considered as liquidated damages.
  19. The contractor should take into his consideration **local market price** for all needed materials ( pumps, cement, aggregate , steel reinforcement , aluminum , carpentry , electrical , plumbing , insulation material, ...etc.) with the same specification mentioned in the contract ,and the winning contractor must secure all construction materials from the local market within the mobilization period and during the implementation of the project and store them in his store or in stores at site.
  20. In case of failure in securing the materials, UNDP has the full right to terminate the contract without bearing financial implications.
  21. Contractor's or subcontractor previous and/or current performance with UNDP and any other organization is one of the main criteria in the evaluation of the contractors and can be a strong basis for refusing the bid.
  22. The Contractor must provide work plan explaining all the work activities (delivery, & installation) in parallel so that he can finish in the specified period of the project.
  23. The Contractor is fully responsible for the protection and preservation of the quantities supplied materials, either on-site or factories. The Contractor shall bear all relevant costs in that regards.
  24. Contractor shall take into consideration that all – direct and indirect Works and their relevant expenses required for proper implementation of the project including temporary facilities, fencing, temporary



- entrance, securing utilities (water, wastewater, telephone, internet and electricity systems) as well as making safe access to allow inspection of work. The contractor will be accountable for all necessary equipment, materials and activities to assure the safety of people the vicinity, where an approved safety plan will be prerequisite to initiating activities along with installing all required components and materials necessary for safety of workers, project team as well as people at university. All relevant costs are deemed to be included in the unit price in addition to the required re-instatement Works needed to bring the original facilities to its original status before addition of temporary Works. In case of any deviation from the above regarding needed safety measures, and regarding implementation of safety plan and standards, UNDP will be obliged to stop the works immediately and consider the relevant stoppage duration as unjustified delay where liquidated damage will be applied with USD 100 per day. Deductions will be applied immediately from running payments for each reported violations of safety procedures by UNDP engineer.
25. Discrepancies and mistakes in tender documents: In case there is discrepancy in the tender documents, the Engineer will verify the correct specification of any item in the tendering stage. In case there is missing information in the contract documents or discrepancy or review and approval of the engineer, improper description of details of the items, it doesn't relieve the contractor from carrying out the item in the most correct manner as if identified and properly described in the original tender documents. The contractor has to acknowledge the engineer in case of omission, discrepancy or mistakes in the tender documents in the tendering stage and price according to the engineer answer.
  26. The amount of any interim payment submitted by the contractor should not be less than **20%** of the contract value.
  27. The contractor at his own expenses shall provide any test as requested by the engineer's Representative for any materials supplied, installed, or stored in the site according to the stipulated tests in the general specifications. The contractor has to secure devices and equipment that are necessary to test sanitary mechanical and electrical works.... etc as requested by the Engineer
  28. Preamble of bills has to be read with the individual items and any costs implied on the items within the preamble will be deemed included within the unit rate of the different items.
  29. The contractor must take approval for all related material, shop drawings and all other needed approvals to correctly complete work where UNDP Engineers only will be responsible on approval and supervision of works at the different locations of the project.
  30. The contractor shall take precautions during the implementation 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.
  31. Attached "Discharge Statement". This statement must be signed upon completion of works and before receiving the final payment.
  32. Since more than one Contractor will be available on site at the same time, the Winning Contractor shall coordinate with the other Contractors to facilitate accessibility and other work-related issues.
  33. For Item **(3.11)**, the 6" pipes will be replaced by 4" pipes **(Used pipes in very good condition can be accepted and decided upon the material approval committee by UNDP Engineers)** with all requirements indicated in the BOQ item No. 3.11
  34. All pipes in all Items will be replaced by **(Used pipes in very good condition can be accepted and decided upon the material approval committee by UNDP Engineers)** (4", 6", 12", ..., etc.).
  35. In case the contractor will delay starting of the works and will not provide the needed materials, the contract will be terminated and the works will be assigned to another contractor.
  36. The contractor or subcontractor must have a license from the Palestinian Water Authority for wells drilling.



37. Item (3.3), the thickness is 3/16" as specified in the BoQ.
38. Item (3.7), The price should include Supply and installation of all required fittings (Tees, elbows, Flanges, reducers/extruders, couplings, spigots, gaskets, bolts, ... etc.,) in addition to the 6 " valve. The price also includes excavation, backfilling, leveling, compaction with Safia sand, all according to the engineer instructions and approval.
39. Item (3.23) is cancelled.
40. The site visit was conducted 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,

Khaled Shahwan

Deputy Special Representative (Operations)