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**Date: 20 June 2019**

**Subject** : Amendment No 4 to Invitation to Bid (ITB) for ‘Supply, Installation and Commissioning of 2 x 100 kWp on-grid Field Installed PV Plant’

**Ref** : UNDP-TUR-ITB(ORKOY)-2019/01

Dear Madam/Sir,

In relation to our ITB for ‘**Supply, Installation and Commissioning of 2 x 100 kWp on-grid Field Installed PV Plant**’, issued on 09 May 2019 with reference number **UNDP-TUR-ITB(ORKOY)-2019/01**, you are hereby provided with the ‘Answers to Questions - 4’ received from prospective proposers.

You are kindly requested to prepare your proposals with the consideration of the Amendment No 1, 2, 3 and this Amendment No:4, which contains “Answers to Questions-4” enclosed, and submit your proposals latest by **25 June 2019, 17:30hrs, Turkey time**.

Yours Sincerely,

Sukhrob Khojimatov  
Deputy Resident Representative

Attachment-I ‘Answers to Questions - 4’ received from prospective bidders.



**Attachment-I:**

**'Answers to Questions - 4' Received from Prospective Bidders**

**Question 1: Can you please share the Tax Registration Number of UNDP to be used in bid security form?**

*Answer 1: The Tax registration details of UNDP Turkey Office is as follows:*

- Tax Office: Ankara-Seğmenler Vergi Dairesi
- Tax No: 1780613183

**Question 2: Is it mandatory to submit notary public authorized documents (list of authorized signatures, trade registry gazette, letter of attorney) either than work completion certificates?**

*Answer 2: With refence to "Form B: Bidder Information Form", list of documents has been given in "Please attach the following document" Section. It is accepted to submit the notary public authorized copies of these documents, in case the original copies of the documents are not submitted with the bid. Please also kindly refer to Section 4 for the documents which are specifically required in notarized versions.*

**Question 3: Is it possible to submit work completion certificates from year 2019?**

*Answer 3: Please kindly refer to the Section 4 Evaluation Criteria, Previous Experience item where the requirement on the work completion certificates are clearly indicated as follows (which does not include 2019): "Minimum 2 original letters or their notarized versions, indicating 'Satisfactory Performance/Provisional or Final Acceptance issued by Electricity Company/Work Completion Letter' of the Bidder (the Letters shall indicate the initiation and end date for the previous experience, its budget information, installed power, location of the plant explicitly), for the similar previous works on Installation and Commissioning of at least 100 kWp on-grid land installed PV plant performed during the last 5 years (2014, 2015, 2016, 2017 and 2018)."*

**Question 4: It is not mentioned in the design drawings where to store the IT equipment such as computer, UPS, CAM recorder, etc.? Can you please mention where to store that equipment?**

*Answer 4: It is expected to store the said IT equipment in Mono-Block Concrete (MBC) substations where available (e.g. Konya LOT). If there is no MBC is present in the plant, it is expected from contractors to store this equipment in appropriate (weather sealed) closed panels/containers next to main electrical panel of the PV plant.*

**Question 5: It is mentioned in the ITB document that there are 6 cameras in CCTV system. However, there are 2 NVR equipment is asked to be supplied for 6 cameras where 1 NVR equipment is sufficient? Can you please explain the reason, if possible?**

*Answer 5: While one NVR equipment may be adequate for 6 cameras; as indicated in Section 4 Technical Specification Section of the ITB, 2 NVR equipment is required to keep in reserve in the plant.*