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**SITE VISIT - MINUTES OF MEETING, Q&A and Amendment**  
**RFP/UNDP/PETRA/73054/015/2019**

**Assignment Name:**

Consulting Service for the Design and Construction Supervision for Two Puskesmas and Twenty One Schools in Central Sulawesi

**Date and Time:**

26 – 28 August 2019 from 08.00 hrs – 17.00 hrs

**Closing Date:**

16 September 2019 at 1700hour (Jakarta Local Time, GMT+7)

**TO ALL INTERESTED BIDDERS**

	<b>Introduction and Guidance</b>
<b>Information</b>	<p>Site Visit was convened with following agenda:</p> <ol style="list-style-type: none"><li>1. Briefing on the rules and agenda at UNDP PETRA Palu office</li><li>2. Introduction to the Schools and Puskesmas authorities</li><li>3. Explanation on scope of works as per the Term of Reference (ToR)</li><li>4. Explanation on the locations of each building</li><li>5. Visit twenty one Schools and two Puskesmas locations in Palu, Sigi, Donggala and Parigi Moutong</li><li>6. Q &amp; A regarding the sites in each locations</li></ol> <p>The site inspection was conducted in three (3) days on 26 – 28 August 2019 followed by representatives of two (2) bidders, namely PT. REKA SPASIA INDONESIA and BITA ENARCON ENGINEERING (attendance list is attached) and assisted by UNDP. The site visit was divided into two (2) groups for efficiency. Total 22 out of 23 sub-projects in Central Sulawesi were visited and documented by the representatives. Only SD Negeri Lompio was not visited as participants had to catch a flight on Wednesday, 28 August 2019. Discussions were involving potential bidders' representatives, government representatives, schools' authorities, and local people. In general, the bidders observed, documented, interviewed and analyzed operational resources at each sub-project site, i.e. sources of construction materials (market prices, nearest suppliers, transportation methods), daily rate for labor and builder, water sources,</p> <p><i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering &amp; UNDP website for any update/amendment to this tender document</i></p>

<b>Q&amp;A session is incorporated into the below minutes</b>		
<b>A. At SD Negeri 21 Palu</b>		
1	Q	Will all the assets including the half-constructed buildings be erased from the government asset list?
	A	Yes.
2	Q	Are there any locations that are not accessible by normal vehicle (Avanza, Innova)?
	A	No, but when the road to Kulawi is cut by river flood, it will need 4x4 vehicle to pass.
3	Q	Where is the temporary school of SDN 21 Palu?
	A	150m to the west from its original site.
<b>B. At SD Negeri Pengawu, Palu</b>		
1	Q	Will the school still use the half-constructed buildings?
	A	No, all the damaged buildings will be demolished.
<b>C. At SD Inpres Jono Oge, Sigi</b>		
1	Q	Where are the old buildings?
	A	All buildings were damaged and have been demolished.
2	Q	How many classes are there each grade?
	A	Two classes.
3	Q	Are there any material resources close to this location?
	A	According to a teacher, there are sand mines nearby, but the consultant would be encouraged to explore by themselves on the exact location.
4	Q	The surface condition of SD Inpres Jono Oge is wavy/bumpy. What is the solution?
	A	Badan Geologi is conducting investigation on this particular location. The recommendation will be made after the investigation completed.
<b>D. At SMK Negeri 1 Sigi</b>		
1	Q	Will the new buildings be built exactly on the original location?
	A	The new locations will be adjusted based on the recommendation from Badan Geologi and from consultation with the school authority.
2	Q	Is Badan Geologi doing the investigation at all locations in this package?
	A	Yes.
<b>E. At SMP Negeri 14 Palu</b>		
1	Q	What is the water resource on this location?
	A	Bore hole well with pump (6m depth).
<b>F. At SMK Negeri 8 Palu</b>		
1	Q	Why are the buildings on this location to be relocated?
	A	Because the original land is unstable due to part of it being the filled land that caused damage to the buildings.
2	Q	What is the water resource on this location?
	A	Deep well with pump (88m depth).
<b>G. At SD Negeri Bolupontu Jaya (No question was asked)</b>		
<b>H. At Puskesmas Malei, Donggala</b>		

1	Q	Where to source bricks, sands, cements, steel bars, and gravels from nearby?
	A	Red bricks can be sourced from Sibayu Village (Donggala). Sands from Tambu Village (Donggala). Cements and steel bars can easily be found nearby. While it would be difficult to source for gravels here, it could only be sourced from Palu. As it is expensive, gravel is scarcely be used by surrounding locals.
2	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 80,000 per day for labor and IDR 110,000 for builder.
3	Q	Will the work be only to rehabilitate the current structure or the reconstruct from beginning?
	A	This current building will be demolished. The work is to reconstruct anew at the same location.
4	Q	Is the current drawing of the building provided by UNDP?
	A	Yes, you could find it in the tender documents.
5	Q	Should we use woods or cold-formed steels for roofing?
	A	It would depend on the proposed recommendation by the potential bidders, with consideration on conservatory aspect and longevity.
<b>I. At SD Negeri 21 Sirenja, Donggala</b>		
1	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 100,000 per day for labor and IDR 150,000 for builder.
2	Q	Where to source bricks, sands, cements, steel bars, woods, stones and gravels from nearby?
	A	Cements and steel bars can be sourced nearby within the sub-district. Red bricks from Budi Mukti, Sibayu Village (Donggala), while concrete bricks are usually self-produced. Sands from Tambu Village, Balaesang (Donggala). Woods, stones and gravels from Sibado Village, Tompe (Donggala). Due to the access issue, one delivery could only transport 3 (three) cubic meter maximum.
3	Q	How far between this school and Sirenja Sub-district Office?
	A	Around 20 km.
<b>J. At SMP Negeri 3 Satap Sindue Tobata, Donggala</b>		
1	Q	Where to source bricks, sands, cements, steel bars, woods, stones and gravels from nearby?
	A	Sands, stones and gravels can easily be found at the river nearby. Red bricks from Palu, while concrete bricks are usually self-produced. Cements and steel bars from Palu, and probably also within the sub-district. Woods can be sourced nearby.
2	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 100,000 per day for labor and IDR 150,000 for builder.
<b>K. At SMP Negeri 1 Labuan, Donggala</b>		
1	Q	How far between this school and Palu?
	A	Around 30 km.
2	Q	Where to source bricks, sands, cements, steel bars, woods, stones and gravels from nearby?
	A	Most of those materials can be sourced from Palu. Some can also easily found within the sub-district.
3	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 100,000 per day for labor and IDR 150,000 for builder.

4	Q	Which building or classrooms to be reconstructed?
	A	Only three (3) classrooms at the right wing from the gate.
<b>L. At SD Negeri 3 Kasimbar, Parigi Moutong</b>		
1	Q	What is the water resource on this location?
	A	Shallow well (2 - 3m depth).
2	Q	Will all the damaged buildings to be demolished?
	A	Yes.
<b>M. At SD Impres Marantale, Parigi Moutong</b>		
1	Q	Which and how many rooms to be reconstructed?
	A	Please refer to the Annex 4.4 Block Plan. There will be 3 classrooms; 1 library; 4 toilets for each of those rooms; and 1 office room (including a toilet).
2	Q	What is the water resource on this location?
	A	Municipal waterworks (PDAM).
<b>N. At SD Negeri Toboli, Parigi Moutong</b>		
1	Q	What is the water resource on this location?
	A	Municipal waterworks (PDAM).
<b>O. At SMP Negeri 1 Parigi Utara, Parigi Moutong</b>		
1	Q	Which and how many rooms to be reconstructed?
	A	Please refer to the Annex 4.4 Block Plan. There will be 8 classrooms; 1 office room; 1 laboratory; 1 teacher house; and 6 toilets.
<b>P. At SMP Satap 2 Parigi Selatan, Parigi Moutong (No question was asked)</b>		
<b>Q. At SD Negeri Parigimpuu, Parigi Moutong (No question was asked)</b>		
<b>R. At SD Negeri Purwosari, Parigi Moutong (No question was asked)</b>		
<b>S. At Puskesmas Kulawi, Sigi</b>		
1	Q	Which building area to be reconstructed?
	A	Please refer to the Annex 4.3 Block Plan Puskesmas Sulteng. The reconstruction works will include the In-patient Care Room, toilet, and fencing works.
2	Q	Where to source bricks, sands, cements, steel bars, woods, stones and gravels from nearby?
	A	Sands and stones can easily be found at the river nearby. Woods can also be sourced locally. While red bricks, gravels and all the fabricated materials can only be sourced from Palu.
3	Q	Related to the access/road issues coming from Palu to Kulawi, is it possible to transport those fabricated materials?
	A	Yes, very possible. Even nowadays, there are many deliveries heading to Kulawi.
4	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 80,000 per day for labor and IDR 150,000 for builder.
5	Q	Would the asset status of the current building be abolished?
	A	Yes.
<b>T. At SMP Negeri 3 Sigi, Sigi (No question was asked)</b>		
<b>U. At SD Negeri 1 Boladangko, Sigi</b>		
1	Q	Which and how many rooms to be reconstructed?

	A	Please refer to the Annex 4.4 Block Plan. There will be 6 classrooms; 1 library; 4 toilets; 1 office room (including a toilet); 1 teacher's house; and fencing works.
<b>V. At SD Negeri 2 Gimpu, Sigi</b>		
1	Q	Where to source bricks, sands, cements, steel bars, woods, stones and gravels from nearby?
	A	Sands and stones can easily be found at the river nearby. Woods can also be sourced locally. While red bricks, gravels and all the fabricated materials can only be sourced from Palu.
2	Q	How much are usually the daily rates for local labor and builder?
	A	IDR 75,000 per day for labor and IDR 100,000 for builder.
<b>General Questions</b>		
1	Q	For the joint-venture proposal, can the Bid Security jointly come from the Joint Venture or must be from one party?
	A	UNDP will accept the bid/proposal security, which is compliant to all requirements as mentioned in RFP such as the total amount must be USD 36,000. However, all bid securities submitted must be in accordance with the template form as specified in the Form H of RFP and the Bid Security validity period must have at least 150 days from the proposal submission deadline. Joint Venture companies who would like to divide the amount of bond to each member firms may decide to do so, however any deviation to either one of bid security submitted may resulted in the whole bid rejection
2	Q	When is the deadline of proposal submission?
	A	On September 16 <sup>th</sup> , 2019 COB (Jakarta Time)
3	Q	Would the current asset status of all buildings be abolished?
	A	Yes.
<b>Comments from the Schools' &amp; Puskesmas' Principal</b>		
<ol style="list-style-type: none"> <li>1. From SD Negeri 3 Kasimbar, Parigi Moutong (Bapak Muhammad Sengkang / Headmaster): The need is for <b>six (6)</b> classrooms.</li> <li>2. From SD Inpres Marantale, Parigi Moutong (Ibu Nuraida / Headmaster): The school needs four (4) units of teacher's house to be rehabilitated. However, UNDP explained that this project only for reconstruction of damaged buildings and no scope of rehabilitation.</li> <li>3. The Headmaster of SD Negeri Purwosari asked if the buildings can be built into two-story. UNDP will discuss with the consultant on the technical aspects and cost once the consultant is selected.</li> <li>4. From the representatives of Health Authority (Bapak Markum): as Puskesmas Kulawi had been just rehabilitated prior to the earthquake and the collapse, if possible the reconstruction includes not only the in-patient care area, but also the clinic and housing compound for the officers. However, UNDP has determined the area for reconstruction, which was based on recommendation from Municipal Authorities. The floor plan though is possible for adjustment, i.e. anticipating for the access gate and parking area, with confirmation by the Health Authority. The Health Authority could provide the original prototype or floor plan to the selected Consultant.</li> </ol>		

Palu, 5 September 2019