

**Pre-bid Conference Note – RFP/184/19 – PROVISION OF ENGINEERING DESIGN SERVICES FOR INSTALLATION OF ADDITIONAL SEDIMENTATION TANK AND IMPROVEMENT OF WATER QUALITY IN QUBBA WATER TREATMENT PLANT**

Date: 11 PM. 10 September 2019

Venue: UNDP Conference Room

Organizer: UNDP/FFS

Reference: IRQ-10-RFP-184/19

Meeting participants:

Representatives from the companies:

1. Mudhar Al Samarraie – Iratec Engineering Limited
2. Safa'a Al Mimar - Nudhum Al Bena Consultancy Firm
3. Anahid Consulting Engineers Company
4. Yazan Nimri - engicon

From UNDP:

Osamah Khalili, Civil Engineer /UNDP

Ibrahim tayyar, Civil Engineer/UNDP

Mohsin Yassin, Mechanical Engineer/UNDP

Delan Abdula, Procurement Assistant/UND

**Pre-bidding meeting**

UNDP Iraq announced the public bidding inviting eligible service providers/Companies to submit a proposal to carry out the project. The purpose of this meeting is to provide information and clarification related to bid documents to enable the offerors to submit responsive proposals.

Delan Abdula welcomed the participants and expressed her appreciation for their interest in the announced bidding and presence in the pre-bid conference.

Mr. Osamah Khalili briefly described the scope of work expected undertaken and shared a background information on the announced assignment in detail.

**Questions and answers**

No.	Questions raised by participants	Response provided
1.	Where is the project located?	Al qubba WTP is located in east Mosul.
2.	Can the company submit previous completion certificate?	Yes, companies should submit previous two similar contracts with all related document.
3.	Please advise if the key personnel CV must be in a specific form?	No need for specific forms, CVs should be uploaded.
4.	Kindly confirm if the bidders have to include all costs in the financial offer (Accommodations, traveling costs ...etc.)	Please refer to the TOR Obligations of Contractor.

At the end of the meeting, the company is requested again to thoroughly examine the RFP and submit their proposals in accordance with the requirement.

