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BIDDER'S CONFERENCE & SITE VISIT – MINUTES OF MEETING AND Q&A
ITB/UNDP/PETRA/87241/005/2019

Assignment Name:

Procurement of Power Transformer for Anutapura Hospital in Palu

Date and Time:

11 December 2019 at 0900 hrs (Central Indonesian Time, GMT+8) at UNDP PETRA Project Office,
Jl. Elang No. 1 A, Birobuli Utara, Palu Selatan, Sulawesi Tengah

Closing Date:

20 December 2019 at 1900 hrs (Western Indonesian Time, GMT+7)

TO ALL INTERESTED BIDDERS

| | Introduction and Guidance |
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| Information | <p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none">1. Overview on the UNDP's PETRA Project.2. Explanation on ITB document – administrative issue (closing date of quotation submission and clarification request, delivery method for submitting offer, contract award).3. Explanation on the Bid Data Sheet.4. Explanation on Forms & Documents to be submitted.5. Explanation on Evaluation Criteria.6. Explanation on Section 5A: Schedule of Requirements and Technical Specifications/Bill of Quantities.7. Q & A (going through all sessions). <p>Highlighted Points:</p> <ol style="list-style-type: none">1. Bidders were reminded to carefully read the RFP document before preparing the offer and to check regularly UNDP e-Tendering & UNDP website for any update/amendment to this tender document.2. Bidders are encouraged to pay attention and comply to the Technical Specification.3. Bidders should ensure to attach all relevant supporting documents indicated in each Returnable Form (Form A – F)4. Bidders may request clarification to UNDP in writing by email no later than 3 (three) days before the submission deadline. |

| Q&A session is incorporated into the below minutes | | |
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| 1 | Q | Are there any minimum qualifications for the participating companies, especially considering the scope of work is categorized as medium to high risk? |
| | A | Bidders may refer to the Section 4 (Evaluation Criteria) of the ITB document that indicate minimum qualifications, such Eligibility, Qualification, including Certificates and/or Licenses, Previous Experience, and Financial Capacity. These qualifications also serve as evaluation criteria. Bidders should ensure that their qualifications are reflected in the Returnable Forms and relevant supporting documents. |
| 2 | Q | What are the determining criteria for bid evaluation? Is it the lowest price being offered for the whole provision and scope of work? |
| | A | As stated in the Bid Data Sheet No. 19, the Award of Contract would go to the lowest priced technically responsive, eligible and qualified bid. It means that the lowest-priced bid alone would not guarantee a contract award. The price shall reflect the requirement of technical specification as stated in Section 5A (Schedule of Requirements and Technical Specifications/Bill of Quantities), of eligibility and minimum qualifications stated in Section 4 (Evaluation Criteria). |
| 3 | Q | Should we need to revise, change, or add documents to the ones already being uploaded into ATLAS, is it possible? |
| | A | It is possible as long as it has not yet passed the deadline in ATLAS. Otherwise, it is not possible to do so. |
| 4 | Q | Can other companies, who do not attend the bidder's conference and site visit, participate in this tender? |
| | A | Yes, they can, as this tender was openly advertised. This bidder's conference and the site visit, important as they are, are not mandatory. These are held in order to facilitate potential bidders to gain a fuller picture of the work. Nevertheless, any questions and answers resulted in the bidder's conference are recorded and to be shared to public. |
| 5 | Q | In the BDS, it is stated that the maximum expected duration of contract is 3 (three) months upon acceptance of Purchase Order (PO). Is it possible for UNDP to amend this duration a little bit longer, considering it might take longer time for production and shipping process? |
| | A | In our view, 3 (three) months of contract duration is doable, as most of required items are considered readily available in the market. Should any bidder consider this duration is tight, we suggest indicating it in the quotation by providing justification. An amendment by negotiation is only possible upon a contract award, not prior, with a provision of valid and solid justification that makes such amendment necessary. |
| 6 | Q | In the Form F – Price Schedule Form, it is stated that all bids must be exclusive of VAT and other applicable indirect taxes. Could you please clarify on this? |
| | A | Yes, all prices must be exclusive of VAT and other applicable indirect taxes. Article II, Section 7, of the Convention on the Privileges and Immunities of the United Nations provides, <i>inter alia</i> , that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. The implementation of this VAT exemption facility is further regulated in the Minister of Finance Regulation No. 33/PMK.03/2018. |
| 7 | Q | How do bidders know whether their bids successful or not? |

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| | A | UNDP would advertise the successful bidder through UNDP Procurement Notices website. |
| 8 | Q | Does this provision of transformer require Commissioning Certificate or SLO (<i>Sertifikat Laik Operasi</i>)? |
| | A | SLO (<i>Sertifikat Laik Operasi</i>) is usually issued for a new installation of electricity system. For Anutapura Hospital, this provision of new transformer is only to replace the previously damaged one. Therefore, an SLO is not required, as basically it would only renovate the power transformer of current electrical system. |
| 9 | Q | In the BoQ, is there cost for MV termination equipment? |
| | A | MV termination equipment costs (3 sets) are included in the MV cable costs. |
| 10 | Q | The scope of MV work is from the PLN pole or from the outgoing side of MV cubicle? |
| | A | Unchanged. The offer is still made according to the drawing and BoQ. MV Cubicle uses what is available so it does not need to be offered. |
| 11 | Q | Is it permissible to replace the MV Cable of N2XSY 1x50 mm ² to N2XSEFGbY? |
| | A | Yes permitted, but the offer is still made according to the drawing and BoQ provided. |
| 12 | Q | Is it permissible to replace the grounding conductor of BCC 120mm ² to NYA 120mm ² ? |
| | A | Yes permitted, but the offer is still made according to the drawing and BoQ provided. |
| 13 | Q | Grounding electrodes using rods of pure copper or copper-coated steel? |
| | A | Using pure copper rods. |
| 14 | Q | Is the use of NYYY 4x240mm ² and NYFGbY 4x300mm ² not too large? |
| | A | No, because voltage losses and other installation factors must be taken into account. |
| 15 | Q | Has it taken into account the difficulty to connect a large cable to the panel? |
| | A | Already, according to panel specifications: terminals for incoming or outgoing cables, both power and control cables, must be placed in a safe and easy place to connect (on the bottom or top). |
| 16 | Q | The size of the panels room and the layout of the panels? |
| | A | The size of the panel room is 7.4 x 6.6 trapezoid, the contractor must draw the layout of panels with using a more suitable panel size before carrying out the work. |
| 17 | Q | Will the cable tray installed in the diesel generator room be reused? |
| | A | No, the installed cable tray must be replaced with the new cable tray that meets specifications. |
| Note | : | For further clarification, please send your questions in writing at the latest 3 (three) days prior to the quotation submission deadline. All Q&As will be uploaded in ATLAS, UNDP Procurement Notice, and UNGM Website. |

Jakarta, 16 December 2019