

Date: 13th January, 2020

PRE- BID MEETING

1. ITB UNDP/NGA/2020/001 CONSTRUCTION WORKS AT GOVERNMENT TECHNICAL COLLEGE, BAMA TOWN, BAMA LGA, BORNO STATE.
2. ITB UNDP/NGA/2020/002 CONSTRUCTION WORKS AT GOVERNMENT GIRLS' SECONDARY SCHOOL KONDUGA, KONDUGA LGA, BORNO STATE.
3. ITB UNDP/NGA/2020/003 RENOVATION OF POLICE STATION AND BARRACKS AT BUNI YADI, GUJBA LGA, YOBE STATE

VENUE:

1. Abuja – UNDP, UN House, 617/618 Diplomatic Drive, Central Business District, Abuja
2. Maiduguri – UNDP Sub-Office, 6 Magaram Road, Old GRA, Maiduguri, Borno State

Both Venues were linked through video conferencing:

The Pre-bid meeting was organized by UNDP for both ITBs on the same date as provided for in the solicitation document, with the following members representing UNDP Nigeria:

1. Michael Owoicho, Procurement Engineer, UNDP - Country Office.
2. Nasiru Rabi'u, Engineer, UNDP Sub Office Maiduguri
3. Samuel Jacob-Oricha, Civil Engineer, UNDP Sub Office Maiduguri
4. Banjo Sunday Olukayode, Consultant Quantity Surveyor
5. Lilian Dawha, Area Coordinator

Representatives from 9 firms participated in the pre-bid meeting at Maiduguri office and 16 firms attended through the head Office in Abuja.

During the Pre-bid meeting the following major Questions were raised by bidders and clarification provided by UNDP as shown below.

IMPORTANT INFORMATION SHARED BY UNDP TO VENDORS

1. Vendors are expected to propose different engineers for the three locations if interested in making submissions for all locations.

- One engineer for Bama
- One engineer for Konduga
- Two engineers for Buni-Yadi

2. The engineers are required to be COREN licensed with certificates submitted (this will be verified)

3. Vendors are only allowed to submit bids for 2 lots each for Bama and Konduga.

During the pre-bid meeting the following major Questions were raised by bidders and clarification provided by UNDP as shown below.

Question 1: Is bidders' experience for constructions work restricted to NGOs?

Answer: Construction works experiences has no limitations to any client, experiences from government and private organizations are valid as long as they are have the required documents; award letters and completion certificates.

Questions 2: Are we required to submit CVs for unskilled workers?

Answer: The CVs of **key** personnel are required and they are required to sign the section provided for the forms.

Question 3: What is the required material specified in the Bill of Quantities (BOQ) for Bama Lot 3, Admin Block, under Cladding heading, item A.

Answer: The cladding is made up of a composite material consisting of corrugated sheets on both sides and an in-fill material (polystyrene) required for insulation

Question 4: Is a bidder required to duplicate form A before signing the document?

Answer: Bidders are required to read the document and sign the document provided if their company conforms to the statements provided.

Question 5: Is it compulsory to access the Advance Payment?

Answer: No, the advance payment guarantee is required before 20% of contract sum is paid to the selected bidder. However, bidders can go ahead to execute works to cover 20% of contract sum and works shall be certified by UNDP upon which payment shall be done.

Question 6: Does the financial capacity of the Managing Director's personal account cover for the required NGN 25,000,000 turnover requested for at least 1 year between 2016 to 2018.

Answer: No, the required turn-over is required for the company not the directors of the company.



UNDP Representative – Michael Owoicho
Procurement Engineer
UNDP Nigeria