



## **ITB/FJI/JPN/003/20–SUPPLY AND INSTALLATION OF AM BROADCASTING SYSTEM**

### **PRE-BID CONFERENCE MINUTES**

Date: 24 February 2020  
 Time: 12:00-13:00 (Fiji time)  
 Venue: UNDP Pacific Office in Fiji, Level 8, Kadavu House, 414 Victoria Parade, Suva, Fiji  
 Participants:   
     a. Japan North Pacific DRM Project team in Fiji and Palau  
     b. Representatives from the Bureau Domestic Affairs  
     c. Three interested foreign companies and one local company in Palau

### **THE BRIEFING BACKGROUND:**

Japan North Pacific DRM Project has announced the Invitation to Bid - ITB/FJI/JPN/003/20 on 13 February 2020 to select a company for supply and installation of AM Broadcast System in Palau. Interested companies were invited to attend pre-bid meeting scheduled for 24 February 2020 at 12.00 Fiji time. The objective of the pre-bid meeting is to brief interested companies on terms and conditions of the tender, explain technical aspects of the schedule of requirements and specifications, and respond to the questions of bidders.

### **THE KEY MEETING OUTCOMES:**

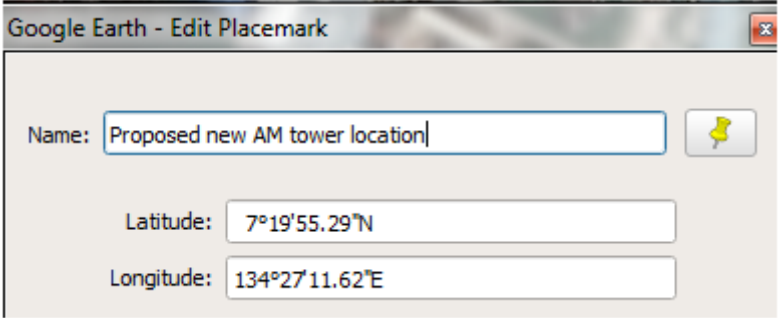
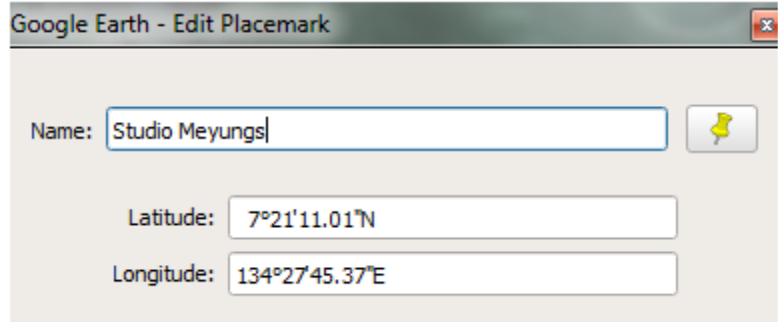
Japan North Pacific DRM Project Procurement Specialist briefed meeting participants on purpose of the tender, terms, conditions and requirements outlined in the solicitation document. Project Manager mentioned that project's duration is one year, hence the supply, installation should be completed, and results be presented to UNDP by 2020. Also, meeting participants raised questions on schedule of requirements and technical specifications, peculiarities of the country of use bidders should consider while preparing bids and others. Below is record of questions and answers discussed during the pre-bid meeting.

### **QUESTIONS AND ANSWERS:**

#	Questions	Answers
1	What is the deadline for submitting bids?	Tender deadline is 12 March 2020, 23.59 New York time. Tender is managed by eTendering system; hence vendors are required to review user guide available on links from announcement shared earlier.
2	You described a lot about AM Tower alignment and grounding. Does this mean that somebody has done analysis for the location or this is example that was used?	There was some analysis before finalizing technical requirements annexed to the solicitation documents. Experts were on site to do reference check on the tower and alignment. During the visit it was noticed that there are some changes to be incorporated to the initial specifications. We hope that detailed information provided in the specifications will help the bidders provide more details on how they might improve the system considering best turnkey solution on this activity.  Also as mentioned earlier, UNDP expects a turnkey solution that means that bidders should submit bid for supply, installation of the AM broadcasting system in Palau and deliver training. Installation might require some works on the ground; therefore, we hope that companies can arrange this either using their own capacity or by subcontracting a local company.

3	Do you have recommended companies in Palau that you would like to work with or do you have the list of companies.	<p>There is no list of preferred companies in Palau that would be subcontracted if needed. Companies can do their own research to find companies in Palau to subcontract construction part. To obtain more information on local companies, you can request Palau Chamber of Commerce in Palau. Contact details of Palau Chamber of Commerce available at: <a href="https://www.chamber-commerce.net/dir/3177/Palau-Chamber-of-Commerce-in-Koror-96940">https://www.chamber-commerce.net/dir/3177/Palau-Chamber-of-Commerce-in-Koror-96940</a>.</p> <p>It is advisable to review Instruction to Bidders of the solicitation documents to learn more about subcontracting requirements. Bidders should be informed that subcontractor should also meet tender requirements and be able to perform works to be subcontracted. It is advisable to show the scope and volume of works to be subcontracted.</p>
4	Other items as well, besides antenna, talk about studio – transmitter link system, few items at the studio and others. Tender requires provide, install, commission appropriate equipment for the transmitter site. Can you please elaborate on that?	<p>Based on what is actually on the ground and according to the survey conducted before the tender, we are trying to find best solution to set up antenna. This is one part of this project.</p> <p>Actual accommodation that houses the transmitter is not in a stable condition, therefore we cannot forecast that we sustain for the next couple of years. This was also highlighted by the local personnel that has been looking after the system.</p> <p>Therefore, we are trying to put in the same activity a scope of work for a new building that will house new transmitter. The studio link which is on separate location should also be upgraded.</p> <p>We have FM transmitter and antenna which is still on one of the stand-alone poles which we need to move. We want to package all into turnkey solution in this bidding process. Considering that the project is located in one place, to ensure the quality and effective contract management we are expecting a turnkey solution by engaging one vendor.</p>
5	What is transmit power of the antenna or the radiating elements?	1 Kilowatt.
6	Where is the marine VHF mast for the FM antenna? Is it near to the new tx accommodation?	Marine tower is going to be placed next to the new facility.
7	Please give more information on the FM installation with some diagrams?	<p>Please see below.</p> <p>FM Transmitter Site Equipment</p> <p>ALL NEC Products</p> <p>FM PA Transmitter Model # is F1200DL</p> <p>Power Supply # HP 1218 50Amp &amp; 50 Volt dc output</p> <p>Input Power is 200v FM Exciter HPB 1210</p>

		<p>The diagram illustrates the proposed relocation of radio towers. On the left, MUNES STUDIO is shown with an STL-TX at 153MHz. A dashed line representing a 400FT 1.5/8 coax cable runs from the studio to the Hill top of the MALAKAL. At the Hill top, there is an STL-RX at 153MHz, an FM-PA of 1kW, and an Eco FM antenna at 87.9MHz. Below the Hill top, at the Foot of the MALAKAL hill, there is another STL-RX at 153MHz and an AM-TX at 5kW. A red 'X' is placed over the Hill top AM antenna, with a note indicating it collapsed in 2012. The new AM tower location is marked with a red 'X' at the Foot of the MALAKAL hill.</p>
8	Has structural analysis of the marine stele been completed to make sure that it will accommodate the FM equipment?	If the question is about physical structure, then, yes, the existing tower is in good condition.
9	What is the coverage risk responsibilities for the relocation of FM services?	<p>There is no obligation, unless it is approved on current coverage. Once, it is relocated it is expected that it is improved.</p> <p>Once AM tower is installed, we will switch AM tower, while FM tower is installed.</p>
10	What is the duration of installation?	<p>As per solicitation documents, expected date of contract commencement is April 2020 and maximum duration of the contract is 6 months.</p> <p>The reason for such duration is project duration which require that all activities should be completed by 2020.</p>
11	What is the payment term?	<p>As per tender 100% post payment is required after installation. However, we agreed to change payment term into two stage, payment after actual delivery and payment after installation, training and acceptance by UNDP. Please refer to Amended 1 to ITB/FJI/JPN/003/20.</p> <p>Tender does not allow advance payment, however if bidders want to receive advance payment, they should refer to the Instruction of Bidders of the ITB.</p> <p>Performance security is also required, for more details please refer to the tender document.</p>
12	Do you have site map with locations? STL from the studio, do you have coordinates of these locations and whether spectrum has been allocated for this STL?	<p>Please find below coordinates</p> <p>New proposed AM tower location Coordinates.</p>

		 <p>Coordinates of Studio location and refer to diagram.</p> 
13	There are minimum studio requirements, do you have more details on this?	In accordance with ITB we are looking for turnkey best solutions. We hope that companies will offer easy way to accommodate all the requirements based on their experience.
14	There is a requirement to accommodate an existing generator in a new container. Can you please provide capacity and dimensions of the generator as well?	<p>We expect that bidders will recommend on how to accommodate the generator in the container.</p> <p>Generator model is:  Kubota SQ-33-USA-SW – model/ 33KVA (online specs)  (LxWxH) 1935 x 860 x 1095  Weight – 935kg</p>
15	When you talk about generator, are we required to cater for fuel storage or are you planning to use the existing fuel storage for the generator?	The generator is stand-by. In the terms of backing-up the power, it will be on back-up plan of the power site of the transmitter. We hope we can utilise the generator to the new site as part of the project to cover for both AM and FM transmitter.
16	Upgrade programming part of the equipment of the studio. Please provide details of what you got.	<p>In terms of sustainability we need to consider all models of current equipment so vendor can see kind of equipment in the studio.</p> <p>The STL (Studio Side) equipment list:</p>

		<table><tr><td>Name of equipment</td><td>Mfd/type</td></tr><tr><td>STEREOENCODER</td><td>Orban 8200U3S</td></tr><tr><td>STL transmitter 1</td><td>MARTI STL20C</td></tr><tr><td>*STL transmitter 2</td><td>RVR STL-XC</td></tr><tr><td>UPS</td><td>APC3000</td></tr><tr><td>*FM Receiver</td><td>SBS RX1 receiver</td></tr><tr><td>*FM Exciter</td><td>SBS EX1</td></tr><tr><td>*FM PA</td><td>SBS PA250</td></tr></table> <p>RECORDEING STUDIO equipment list</p> <table><tr><td>Name of equipment</td><td>Mfd/type</td></tr><tr><td>Console</td><td>YAMAHA MX24ch</td></tr><tr><td>DJ Microphone</td><td>AKG D5700</td></tr><tr><td>DAW</td><td>RENOVO corei2</td></tr><tr><td>CD Player</td><td>SONY CDP-X10</td></tr><tr><td>MD Player</td><td>TASCAM MD301mk2</td></tr><tr><td>Line converter</td><td>TASCAM LA40</td></tr><tr><td>OA MONITOR</td><td>SANSUI TU517</td></tr><tr><td>Casette player</td><td>Panasonic RS262CU</td></tr><tr><td>Head phone amp</td><td>FOSTEX PH50</td></tr><tr><td>Monitor SP</td><td>JBL4410</td></tr></table> <p>ONAIR STUDIO equipment list</p> <table><tr><td>Name of equipment</td><td>Mfd/type</td></tr><tr><td>Console</td><td>Allen&amp; Heath ZED-14</td></tr><tr><td>DJ Microphone</td><td>AIWA VM-50</td></tr><tr><td>FU box</td><td>SIGMA FU</td></tr><tr><td>Guest Microhone</td><td>AKG D5700</td></tr><tr><td>CD Player</td><td>American audio DCD Pro310</td></tr><tr><td>CD Player</td><td>SONY CDP-970</td></tr><tr><td>Line converter</td><td>TASCAM LA40</td></tr><tr><td>Casette player</td><td>JVC E3145</td></tr><tr><td>Telephone HYB</td><td>STUDER analog</td></tr><tr><td>Line SWer</td><td>SONY VCS3</td></tr><tr><td>OA monitor</td><td>SONY ZS-1</td></tr><tr><td>DAW</td><td>DELL SC420</td></tr><tr><td>UPS</td><td>APC3000</td></tr></table>	Name of equipment	Mfd/type	STEREOENCODER	Orban 8200U3S	STL transmitter 1	MARTI STL20C	*STL transmitter 2	RVR STL-XC	UPS	APC3000	*FM Receiver	SBS RX1 receiver	*FM Exciter	SBS EX1	*FM PA	SBS PA250	Name of equipment	Mfd/type	Console	YAMAHA MX24ch	DJ Microphone	AKG D5700	DAW	RENOVO corei2	CD Player	SONY CDP-X10	MD Player	TASCAM MD301mk2	Line converter	TASCAM LA40	OA MONITOR	SANSUI TU517	Casette player	Panasonic RS262CU	Head phone amp	FOSTEX PH50	Monitor SP	JBL4410	Name of equipment	Mfd/type	Console	Allen& Heath ZED-14	DJ Microphone	AIWA VM-50	FU box	SIGMA FU	Guest Microhone	AKG D5700	CD Player	American audio DCD Pro310	CD Player	SONY CDP-970	Line converter	TASCAM LA40	Casette player	JVC E3145	Telephone HYB	STUDER analog	Line SWer	SONY VCS3	OA monitor	SONY ZS-1	DAW	DELL SC420	UPS	APC3000
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17	Is this possible to extend bids submission deadline for additional week or 14 days?	Bids submission deadline is 12 March 2020, i.e. one month for preparing bids. Nevertheless, we agreed to extend the deadline until 19 March 2020, 23.59 New York time.																																																																		
18	Do you require training?	Section 5b: Other Related Requirements of the solicitation document contains requirement on training on installation and maintenance. All costs associated with training must be included into bid prices.																																																																		

19	Please share accessibility on all the sites, restrictions and proper roads etc.	The road is accessible. The location is also under control and no reason for worries.
20	You have suggested 0.5 mV /m field strength at the most distant Island – can you specify this location using coordinates (lat and long)	Tobi Island – 600km from AM tower with coordinates below. <b>Latitude:</b> <input type="text" value="3° 0' 19.3146"/> <b>Longitude:</b> <input type="text" value="131° 7' 16.6485"/>
21	40-foot container was included into your requirements. Can vendors suggest different configurations?	We expect proposals as part of turnkey solution; hence we would see best solutions to be offered by the vendors for containerized building.
22	Can we come up with suggestions for antenna tower?	Yes, we would like to see best solutions. The purpose of the containerized facility is within disaster reduction activities to respond to any climate issues.  Bidders should understand that Section 5a: Schedule of Requirements and Technical Specifications / Bill of Quantities is the minimum technical requirements and below is not acceptable. In this regard, bidders should be guided by the Section 5a and ensure that their solutions either equal or above minimum technical requirements provided the solicitation document.
23	Please share local regulations for foreigners and workers, if any. For instance, regulations for foreign workers, tax issues and others.	Please review below link to learn customs regulation in Palau: <a href="http://www.palaucustoms.org/download_detail.aspx?sn=d1f9f60d-572e-4dde-9bef-e89aad48e2e3">http://www.palaucustoms.org/download_detail.aspx?sn=d1f9f60d-572e-4dde-9bef-e89aad48e2e3</a>

**Notes:**

- Minutes of the meeting will be posted on the website. UNDP procurement notices and all relevant tender information will also be posted on the following portals:  
UNGM: <https://www.ungm.org/Public/Notice/104067>  
PSO: [https://procurement-notices.undp.org/view\\_notice.cfm?notice\\_id=63434](https://procurement-notices.undp.org/view_notice.cfm?notice_id=63434)
- Questions on tender can be sent in writing to [murod.ruziev@undp.org](mailto:murod.ruziev@undp.org), [dale.kacivi@undp.org](mailto:dale.kacivi@undp.org) or [procurement.fj@undp.org](mailto:procurement.fj@undp.org) prior to bids submission deadline.