



Bidder’s Conference – MINUTES OF MEETING

Assignment Name:

RFQ/UNDP/ENV-PBDE/92638/025/2020 – Construction of Mini Depot in Bandung

Date and Time:

1. **Wednesday, 11th March 2020 starting 0930 hour in PMR-PBDE Project Office, Menara Ravindo 12th Floor, Jl. Kebon Sirih no. 75, Jakarta Pusat and**
2. **Friday, 13th March 2020 starting 0930 hour in Showtime Meeting Room 4th Floor, Yello Paskal 23 Hotel, Paskal Hyper Square, Jl. Pasir Kaliki 25, Bandung and Site Visit**

Deadline:

Amended to Monday, 23rd March 2020 at 0900 hours

TO ALL INTERESTED BIDDERS

Here below are Answers to Questions raised regarding the above assignment:

NO	Introduction & Guidance	
Info	Bid conference was opened with following agenda : <ol style="list-style-type: none"> 1. Explanation on RFQ document – administrative issue (closing date, submission form & method, delivery place for submitting offer, contract award, etc.). 2. Explanation on the Description of Requirement (Annex 1) 3. Explanation on the Submission Forms (Annex 2) 4. Explanation on the General Terms and Conditions of Service (Annex 3) 5. Explanation on the Terms of Reference (Annex 4) 6. Site Visit The above explanation had been stated on RFP document. Bidders were encouraged to <u>carefully</u> read the RFP document before preparing the offer.	
1	Q	Please confirm the color of the paint for the column and rafter
	A	The color should be the same as the existing color
2	Q	Please confirm the required black bolt

	A	The required black bolt will be black bolt dia. 12 x 1" – HTB Bolt. Please refer to the revise Terms of Reference/Scope of Work
3	Q	Please confirm that the total number of days for the renovation to perform all the required works stated in the Terms of Reference/Scope of Work will be for 60 days
	A	Yes the duration will be 60 (sixty) calendar days to perform all works specified in the Terms of Reference / Scope of work
4	Q	Please explain in detail the period of validity of quotes which says 90 days, 60 days of construction, and 60 days of liability and defect period
	A	The 90 days does not include construction and liability and defect period. The 90 days is the period where UNDP would require to review/evaluate all incoming quotations/proposals until the contract issued and it is based on UNDP rules/regulations. There options of 60, 90, and 120 days. Those are the days given to us for evaluation. However, in practice we do not need 90 days for evaluation
5	Q	Please confirm what does delivery schedule mean
	A	The required delivery schedule will be a timeline in performing the required works (S curve)
6	Q	Please confirm that the requirement stated in the BoQ as part of Terms of Reference/Scope of Work will be the final one and there will be no additional work
	A	Yes it is confirm however, bidder's are encourage to visit UNDP Global Website regularly especially relate to this tender for any additional information / amendment to this tender.
7	Q	Please confirm whether or not there will be additional work beyond what had been stated in the BOQ
	A	Please refer to the tender document in 5 th paragraph page 5 of pdf document where UNDP reserve the right to vary (increase or decrease) the quantity of works at the time of award. The vary will apply to the quantity not the unit price
8	Q	Please confirm if the liquidate damaged will be applied throughout the period of construction or not
	A	Yes it will be applied throughout the period of construction. However, should there be any problem that may cause the delay of the works due which is beyond contractor's responsibility, the contractor should inform the Person In Charge by the project (UNDP) / appointed consultant immediately to ensure whether or not the liquidated damaged will be applied
9	Q	Please confirm whether or not there will be down payment
	A	No Down Payment will be applied for this work
10	Q	Please confirm whether or not the machine that will be installed in the site will be bolted to the floor
	A	Yes, the machine will be bolted to the floor

11	Q	Please confirm whether or not the liability period will start right after the hand over note of 100% completion of work since there will be a machine that will be placed in the location
	A	Yes, however the machine that will be placed in the location is not a whole unit but it will be assembled first in the location.
12	Q	Please confirm whether or not the site that will be renovated is still operating/functioning
	A	Yes, but it is partially functioning and UNDP had been authorized to use the site for the renovation work
13	Q	Please confirm the material that had been abolished / destroyed will be Contractor's responsibility or not
	A	Yes the said material will be Contractor's responsibility
14	Q	Please confirm if bidder's allowed to quote similar specification or the specification specified in the tender document can not be changed
	A	Bidders allowed to proposed specification that has similar specification as required in the tender document
15	Q	For reporting, please confirm if UNDP has a standard format or not
	A	No and please make sure that the report signed by both parties (Contractor and PIC assigned by Project/UNDP/Consultant)
16	Q	Please confirm the date of commencement of contract
	A	The contract should commence at the earliest of April 2020
17	Q	Please confirm the financing for: measurement, water supply during work, electricity work, worker's accommodation, and cost of field coordination (related to CSOs, NGOs etc.)
	A	All should be covered by the contractor. Kindly include these items in your quotation
18	Q	In Figure S.06 there are loading area plate details, S1 plate details and S2 plate details. However, every detail is not identified in drawing of AR-02 floor plan. Have any pictures been missed?
	A	There will be correction for the images of the S1 plate details and S2 area plates. The concrete will not use wire mesh.
19	Q	In Figure S.06 there are elevation differences, while on AR-02 all floor plates are at the same elevation. Which elevation data will be used?
	A	Please refer to AR-02.
20	Q	In Figure S.06 there is a detailed contraction joint. Should we add dowels to each joint?
	A	There is an addition of a joint dowel bar with the size of a standard iron thread 16 mm SNI with a distance of @ 60 cm.

21	Q	Regarding the use of Wiremesh on the floor, which details will be used (image S.06)?
	A	There is no wire mesh on the floor, for pour concrete we will use K 250 ready mix concrete without wire mesh.
22	Q	After reviewing the location, the elevation of the existing floor will be casted concrete floor is not in accordance with the drawing plan. So this condition will result in two things: a. if using plan drawings and elevation, it must be added demolishing while the BoQ is only in the form of items site clearance items. b. if it follows the actual state of the field, the elevation of the new floor plate not according to the elevation plan (higher). For these two points, which one will you do? If there is technical work that is not one of the two points above, please explain!
	A	For these questions, kindly refer to revised BoQ. There are additional items in the BoQ, which are related to your questions.
23	Q	In pictures S.06, AR-05, AR-06, and AR-07, the length of the roof overlaps from axles as long as 2 meters. While the actual overlap is less than 2 meters. Please confirm for the following case!
	A	In this case, please refer to the existing conditions in the field.
24	Q	On each sheet of roof work, there is an image of <i>listplank</i> . Does the roofing work listed on the BoQ include <i>listplank</i> work?
	A	No.
AMENDMENT TO THE TENDER DOCUMENT		
1		Please refer to the revised annex 1 Terms of Reference/Scope of work
2		Please refer to the revised drawing title Detail 3
3		The deadline for the submission of quotation should be Monday, 23rd March 2020 at 0900 hour (GMT+7)
4		Document to be submitted revised where the last requirement should be marked (<input checked="" type="checkbox"/>) and written as follow: <input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input type="checkbox"/> A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users; <input type="checkbox"/> Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected; <input type="checkbox"/> Quality Certificates (ISO, etc.); <input checked="" type="checkbox"/> Latest Business Registration Certificate ; <input type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance;

		<input type="checkbox"/> Manufacturer’s Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input type="checkbox"/> Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); <input type="checkbox"/> Evidence/Certification of Environmental Sustainability (“Green” Standards) of the Company or the Product being supplied ; <input type="checkbox"/> Complete documentation, information and declaration of any goods classified or may be classified as “Dangerous Goods”. <input type="checkbox"/> Patent Registration Certificates (if any of technologies submitted in the quotation is patented by the Supplier); <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; <input checked="" type="checkbox"/> <u>Others All requirement as specified in Annex 1</u>
5		Please use the revised Annex 2 – Submission form in submitting your quotation

Jakarta, 13 March 2020