

Pre-bid Meetings Minutes and Q&A

UNDP-CYP-ITB-060-EID-6061-2020

Construction of Kormakitis Center for Cooperation

Due to Pandemic COVID-19 restrictions, the Pre-bid Meeting has been conducted via Skype for Business as per scheduled date/time on 10th of June 2020 from 10:00 am to 11:00 am.

At the beginning of the meeting, all participants were welcomed to the meeting and a through introduction of subject ITB has been made to by the Procurement and subsequently, sufficient time has been given to participants to raise their questions. Following questions made during the meeting:

No	Question	Answer
1	Where is the exact location of the construction site?	The site is located in the village at; - Latitude: 35°20'41.78"N - Longitude: 33° 0'43.44"E
2	Due to COVID-19 Pandemic, most companies might require Advance Payment to cover their costs, does UNDP allow Advance Payment?	Advance Payment is not allowed for this specific case.
3	The requirement of experience for the technical personnel is very difficult to find in Cyprus, for example Architect, Civil Engineer, Mechanical and Electrical Engineer, with having 10 years of post-education experience and 8 years of site supervision is difficult to source. Can UNDP reduce the requirement from 10 to 5 years for post-education and from 8 to 4 years for site experience?	The requirement for personnel experience has been amended and reduced. The (Amendment 01) is also uploaded on UNDP E-tendering system.
4	In case of additional works and time, does UNDP pay for such costs?	In case of additional works that require extension of time, UNDP will handle this as per General Terms and Conditions of Contract. UNDP shall pay only for the Works done and certified by engineer.
5	Due to pandemic COVID-19 or any other natural disaster, if the works are suspended, does UNDP pay during works stoppage?	UNDP will apply the General Terms and Conditions of Contracts, Clause 66, which relates to Force Majeure.
6	<p>In case the construction works are prolonged e.g. due to COVID-19 or other Force Majeure cases, how UNDP is going to cover and calculate the costs for insurance, site office maintenance, performance guarantee etc.?</p> <p>We suggest that UNDP should include these costs in the BoQs in order for the bidders to cover them and in future contract execution, the companies should not face any trouble while claiming and or asking for contract amendments due to additional works/time or contract suspensions in case of Force Majeure, please clarify?</p>	<p>As explained above, UNDP will apply the General Terms and Conditions of Contracts, Clause 66 of Force Majeure.</p> <p>Regarding additional costs related to site maintenance, insurance, performance etc., the bidders are responsible to take in to consideration those expenses while calculating their costs.</p> <p>Preliminaries and general requirements are rationalized and described as such to be included in the unit rates. Bidders are to ascertain associated costs before pricing the unit rates.</p>
7	Are you going to share the minutes of meeting with companies?	Yes. The minutes of Pre-bid meeting will be shared to all companies who participated in the meeting and it will also be uploaded on UNDP - E-tendering platform.

****The meeting was adjourned at 10:45 am****