

## **PRE-VISIT/CONFERENCE MINUTES**

**Subject:** Invitation to bid for renovation works at Ndemban Medical Centre – phase2 (ref. 2019/UNDP/GAM/OPS/108)

**Date, Time and venue:** 3 August 2020 at 12:00 pm GMT on the site of the required renovation works

**Invited participants:** All potential bidders to ITB in above subject and any other stakeholders.

**Effective participants:** Representatives of the following institutions were present

- Three (3) potential bidders;
- Ministry of Transport, Works & Infrastructure (MoTWI);
- UNOPS and;
- UNDP.

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The invitation to participate at the pre-bid site visit/conference was addressed to all potential bidders as per the tender document. However, only three bidders were present at the site.

After a quick background on the current tender and clarification on expectations within the COVID-19 pandemic context, a guided tour of the site was done under the leadership of the Engineers of the MoTWI.

The buildings to renovate were shown to the present potential bidders, inside and outside of the buildings.

After the visit, only one question was asked:

**Question 1:** *The BoQ quantity found in the ITB is related more to the construction material rather than the works. How does this BoQ correspond to the required works?*

**Answer to question 1:**

*The BoQ referred to was based on the material needed for the renovation of the main buildings, however, a comprehensive BoQ for the main building was still under elaboration. It will be distributed in a revised ITB for Lot 1.*

**Question 2:** *The period of 15 days to fully execution required works is very short, is possible to extend that period?*

**Answer to question 2:**

The execution period is determined by the emergency situation, it cannot be extended as the need of additional capacity to accommodate the increasing number of COVID-19 is pressing. Bidders were informed that the awarding will be done focusing on the possibility to contract three companies, one company lot. Therefore, bidders are encouraged to target the lot where they perform better. After exchanging with the present potential bidders, the composition of the lots were confirmed as follows:

- Lot 1: Main building/old hospital
- Lot 2: Completion of unfinished building annexed to the main building, rehabilitation of the mortuary building and two building for security at both gates of the site
- Lot 3: Landscaping

The updated BoQ for Lot 1 will be integrated in a revised ITB on 3<sup>rd</sup> August 2020 after the site visit. The specific BoQ for Lot 2 and Lot 3 will be added in the ITB on 4<sup>th</sup> August 2020 after noon.

The deadline for the submission of the bids remains 5<sup>th</sup> August 2020. The revised ITB will be posted on the same internet link and sent director to potential bidders who attended the pre-bid site visit/conference.