

Minutes of the Pre-Bid Meeting held on 06 August, 2020

RE ADVERTISEMENT -INVITATION TO BID

Supply and Delivery of 3 Nos. **Vehicles (Lot 1 , 2 and 3)**

Mode of Meeting: Zoom Meeting

ITB Reference No.: ITB-BD-2020-001

August 06, 2020

UNDP Members Attended the meeting:

Name	Designation
Rezwana Hoque Chaity	Head of Procurement
Simia Adakey Salawu	Procurement Unit, UNDP Bangladesh
Alamgir Hossain	Programme Coordinator, UNDP
Rezaul Hoque	Finance Unit
Bidders' name	As per the attached

With reference to the subject ITB issued on 28 July 2020, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

S/L	Queries	UNDP Response
1	In the ITB UNDP indicated that they need local support service; where will be the operations of these vehicles for lot 1?	Lot 2 Non-Hybrid vehicle will go to Khulna (Sonadanga R/A) Lot 1 hybrid vehicle will be used in Dhaka.
2	The Range for engine capacity in Lot 1 is 2000cc is that the only requirement?	No, there will be an amendment to the engine capacity. For the hybrid, the minimum range for engine capacity will be 2300cc to 3000cc For the non-hybrid, the engine capacity range will be from 2000cc to 2500cc For Sedan car, the engine capacity range will be from 1500cc to 2000cc
3	Can a bidder offer different options?	Yes, a bidder can give different options, if they meet the minimum required specification. Bidder should provide separate Brochure as well.
4	Is it mandatory for the supplier to submit Quality Assurance Certification since they are not manufacturer rather, they are distributor?	Bidders can submit Distributorship Certificate and Warranty Certificate as an assurance of quality.
6	Is the payment fixed for 30days?	30 days payment term is UNDP's standard payment term However, if a bidder complete supply of the vehicle and submit invoice and challan properly, the payment can be processed within 7 working days.

		100% payment will be done upon supply and delivery of the vehicles and acceptance and certified by the UNDP Contract Administrator
7	Transportation Cost of the vehicle to UNDP IDB or any other location?	There will be an amendment to the distribution locations. Refer to page 23 of the ITB for the delivery locations.
8	When is the delivery date?	The successful bidder(s) is expected to deliver the Vehicles within 60 calendar days from the Award of Purchase Order. An Amendment is made. Refer to page 19 of the ITB
9	For Lot 1 there's two cars, can a bidder quote for one of the cars within lot 1?	There would be now 3 Lots consisting of one vehicle in each Lot. An Amendment is made, and it is made three LOTs now. Refer to page 22 of the ITB for details.
10	Can the delivery time be extended since not all vehicles are on ready stock and to be imported?	The delivery time has been extended to 60 days instead of 30 days. Refer to page 19 of the ITB
11	Is the registration meant for lot 1 only?	Since there is an amendment the Lot 1 and 2 will be required to be registered by the bidders. UNDP will handle the registration process for Sedan car – Lot 3.
12	Can importers also participate?	Yes, they can if they meet all the eligibility criteria.
13	VAT and Tax Issues how will the importer handle it?	Lot 3 is duty free (tax exemption because it is for usage of UN.
14	Can a bidder supply reconditioned/used car?	No, only brand-new cars to be supplied
	Revised Technical Specification and Revised Price Schedule are attached and uploaded	
	Some Questions were in the bd.procurement@undp.org	
1	In Lot 1 there are two types of vehicle. 1 is Hybrid and another is non- Hybrid. Is it mandatory to participate in both the vehicles?	Each LOT will be treated separately therefore one bidder can even submit bid for one LOT only.
2	For the Sedan car, is the color has to be blue? Also can you revisit the Fuel Tank Capacity requirement?	The color of the Sedan car can be Gray/ Blue Fuel tank capacity: Minimum 40 ltr.
3	Bid Currency is USD or BDT.As per Pg-17 either USD or BDT but in Price Schedule it is indicating US\$.As per our policy for stock model we only proceed with BDT?	A bidder can quote in both currency (USD or BDT)
4	In section 6, there are check list, for example we are not participating as a Joint Venture should we fill that form if yes then	If it is a Joint Venture then you need to fill the Joint Venture Form if not then you can write N/A.

	we can write only N/A in the signature page. Need to clarify?	
--	---	--

Note: Above Clarifications in response to queries during the Pre-bid meeting and amendments shall be an integral part of the ITB document and supersede all provisions as applicable.